



ICAO

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

WORKING PAPER

NAM/CAR/CATC/WG/4 — WP/01
31/05/18

Fourth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/4)
ICAO NACC Regional Office, Mexico City, Mexico, 6 to 8 June 2018

Agenda Item 1: Approval of the Provisional Agenda and Schedule

PROVISIONAL AGENDA AND SCHEDULE

(Presented by the Secretariat)

EXECUTIVE SUMMARY

The Provisional Agenda and Schedule of the Fourth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/4) are presented in **Appendices A and B** to this working paper, respectively.

The items of the Provisional Agenda have been presented in a format that aligns with the ICAO strategic objectives.

The NAM/CAR/CATC/WG/4 will meet in plenary with the option to propose Ad hoc groups to deal with specific matters, if necessary.

Action:	The Meeting is invited to approve the Provisional Agenda and Schedule for the NAM/CAR/CATC/WG/4 Meeting as presented in Appendices A and B, respectively.
Strategic Objectives:	This working paper relates to all ICAO Strategic Objectives

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Approval of the Provisional Agenda and Schedule**

- Agenda Item 2: Review of Valid Conclusions of Previous NAM/CAR/CATC/WG Meetings as well as of Directors Meetings that are Related to Training Issues**

- Agenda Item 3: Updates on the Training Field**

- Agenda Item 4: Agreement for Regional Collaboration on Training**

- Agenda Item 5: Identification and Analysis of Training Needs in the NAM/CAR Regions for 2019-2020**

- Agenda Item 6: NAM/CAT/CATC/WG Assessment and Corresponding Action Plan**

- Agenda Item 7: Other Business**

**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Approval of the Provisional Agenda and Schedule

The Meeting shall review and adopt the agenda and schedule, as it deems appropriate.

Agenda Item 2: Review of Valid Conclusions of Previous NAM/CAR/CATC/WG Meetings as well as of Directors Meetings that are Related to Training Issues

The Meeting will review previous agreements and will follow-up on mandates by the Directors that are related with training issues for the NAM/CAR Regions.

Agenda Item 3: Updates on the Training Field

The Meeting will be informed and will take note regarding the latest training updates by ICAO, through Global Aviation Training Office (GAT), the TRAINAIR Programme, related ICAO projects or in support of training; regional collaboration and training updates issues. Training Centres are invited to offer an update on their Centres and training offer.

Responding to the kind invitation of the *Centro Internacional de Instrucción de Aeropuertos y Servicios Auxiliares (CIIASA) Ing. Roberto Kobeh González*, there will be a visit to its facilities.

Agenda Item 4: Agreement for Regional Collaboration on Training

Under this agenda item, the Meeting will perform a final review to the Draft Agreement for Regional Collaboration on Training and it is expected to sign this agreement during the meeting.

Agenda Item 5: Identification and Analysis of Training Needs in the NAM/CAR Regions for 2019-2020

Under this agenda item, the meeting will analyse training needs for 2019-2020 in air navigation, aeronautical management, safety, security and other aviation fields, in order to establish agreements to meet the regional needs.

Agenda Item 6: NAM/CAT/CATC/WG Assessment and Corresponding Action Plan

Under this agenda Item, the Meeting will assess the performance and results of the NAM/CAR/CATC/WG, considering the expectations and mandates by the Directors; it will analyse the terms of reference and the initiative to create a NAM/CAR Association of Civil Aviation Training Centres (CATC) as well as the deliverables set regarding the standardization of training programmes, the creation of a potential instructor databank as well as other actions to optimize the work of the group in order to meet training services in a harmonized and profitable manner.

Agenda Item 7: Other Business

**APPENDIX B
DRAFT SCHEDULE**

Schedule	Wednesday 6 June	Schedule	Thursday 7 June	Friday 8 June
08:30 – 09:00	Registration of Participants			
09:00 – 09:30	<i>Opening Ceremony and Group Photo</i>	09:00 – 09:30	Agenda Item 5	Agenda Item 6
09:30 – 10:30	Agenda Item 1	09:30 – 10:30		
10:30 – 11:00	<i>Coffee Break</i>			
11:00 – 12:00	Agenda Item 2	11:00 – 12:00	<i>Visit to the CIIASA Training Centre</i>	Agenda Item 7
12:00 – 13:00	Agenda Item 3	12:00 – 13:00		Draft Report
13:00 – 14:00	<i>Break</i>	13:00 – 14:00		<i>Break</i>
14:00 – 15:30	Agenda Item 4	14:00 – 15:30		<i>Closing Ceremony</i>

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