



# ICAO

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

NAM/CAR/CATC/WG/5 — WP/01  
20/05/19

**Fifth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/5)**  
San Salvador, El Salvador, 28 to 30 May 2019

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

**PROVISIONAL AGENDA AND SCHEDULE**

(Presented by the Secretariat)

EXECUTIVE SUMMARY	
<p>The Provisional Agenda and Schedule of the Fifth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/5) are presented in <b>Appendices A and B</b> to this working paper, respectively.</p> <p>The items of the Provisional Agenda have been presented in a format that aligns with the ICAO strategic objectives.</p> <p>The NAM/CAR/CATC/WG/5 will meet in plenary with the option to propose Ad hoc groups to deal with specific matters, if necessary.</p>	
<b>Action:</b>	The Meeting is invited to approve the Provisional Agenda and Schedule for the NAM/CAR/CATC/WG/5 Meeting as presented in Appendices A and B, respectively.
<b>Strategic Objectives:</b>	This working paper relates to all ICAO Strategic Objectives

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**APPENDIX A  
PROVISIONAL AGENDA**

- Agenda Item 1:           Approval of the Provisional Agenda and Schedule**
- Agenda Item 2:           Review of Valid Conclusions of Previous Meetings**
- 2.1    Compliance verification on conclusions/agreements from the NAM/CAR/CATC/WG/4
  - 2.2    Review of conclusions/agreements from the last Meeting of the North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA) related to training issues
- Agenda Item 3:           Updates on the Training Field**
- 3.1    Trends of aeronautical training in the short, medium and long terms and updated information of the TRAINAIR Plus Programme
  - 3.2    Presentation of CATCs participating in the NAM/CAR/CATC/WG; summary of 2018 activities and 2019 projections.
- Agenda Item 4:           Subscription and Implementation Status of the Declaration of Intent (DoI) for the Regional Collaboration on Training among the Civil Aviation Training Centres of the NAM/CAR Regions**
- Agenda Item 5:           Identification and Analysis of Training Needs in the NAM/CAR Regions for 2019-2021**
- 5.1    Analysis of the optimum mechanism for the identification of training offer in CATCs who are part of the NAM/CAR/CATC/WG
  - 5.2    Study for the establishment of the ideal method to determine training demand in the NAM/CAR Regions
- Agenda Item 6:           NAM/CAT/CATC/WG Terms of Reference and Work Programme**
- Agenda Item 7:           Other Business**
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**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 deemed appropriate.

**Agenda Item 2: Review of Valid Conclusions of Previous Meetings**

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 the 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.

**Agenda Item 4: Subscription and Implementation Status of the Declaration of Intent (DoI) for the Regional Collaboration on Training among the Civil Aviation Training Centres of the NAM/CAR Regions**

Under this agenda item, the Meeting will review the implementation of the Declaration of Intent and the status of cooperation among CATCs who signed said document.

**Agenda Item 5: Identification and Analysis of Training Needs in the NAM/CAR Regions for 2019-2021**

Under this agenda item, the Meeting will analyse training needs for 2019-2021 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 Terms of Reference and Work Programme**

Under this agenda Item, the Meeting will assess the performance and results of the NAM/CAR/CATC/WG, considering the expectations and mandate of the Directors; it will analyse the terms of reference, work programme 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**

Under this agenda item, the Meeting will analyze any other matter than cannot be addressed under the previous agenda items.

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**APPENDIX B**  
**PROVISIONAL SCHEDULE**

Time	Tuesday 28 May	Wednesday 29 May	Thursday 30 May
08:30–09:00	Registration		
09:00–09:30	Opening Ceremony & Photo	Agenda Item 3	Reading of the Draft Report
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 2 (cont.)	Agenda Item 3 (cont.)	Review of the Draft Report
11:30–12:00	Agenda Item 5	Task Force Discussion Results on Agenda Item 2	
12:00–12:30	Task Force Meeting on Agenda Item 2	Task Force Discussion Results on Agenda Item 5	Closing
12:30–13:30	Coffee break / Lunch time		
13:30–14:00	Task Force Meeting on Agenda Item 2 (cont.)	Agenda Item 4	
14:00–14:30	Task Force Meeting on Agenda Item 5	Agenda Item 6	
14:30–15:00			
15:00–15:30		Agenda Item 7	

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