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When replying please quote:

Ref.: NT-NE57-3 — **E.OSG - NACC76523**

22 February 2019

To: States, Territories and International Organizations

Subject: **Invitation – NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Performance-Based Navigation (PBN) Implementation Task Force Meeting (ANI/WG/PBN/TF)**
Mexico City, Mexico, 22 – 25 April 2019

Action

- Required:
- 1) Transmittal by States of any additional items to the Provisional Agenda by **22 March 2019**
 - 2) Submission of documentation by **5 April 2019**
 - 3) Register participation by **12 April 2019**
 - 4) Submission of fellowship nomination forms by **22 March 2019**

Sir/Madam,

As agreed during the Fourth NAM/CAR Air Navigation Implementation Working Group Meeting ANI/WG/4, held in Miami, United States, from 21 to 24 August 2018, I wish to invite your Administration/Organization to participate in the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Performance-Based Navigation (PBN) Implementation Task Force Meeting (ANI/WG/PBN/TF) to be convened at the ICAO NACC Regional Office, Mexico City, Mexico, from 22 to 25 April 2019.

Civil Aviation Authorities and Air Navigation Service Providers of States and Territories of the ICAO NAM/CAR Regions and representatives of invited international organizations are expected to attend. The working language of the meeting will be English.

The Provisional Agenda of the meeting is at **Appendix A**. States wishing to submit proposals for the addition of items should do so by **22 March 2019**.

You are kindly requested to complete and return the Registration Form at **Appendix B** by e-mail for each participant by **12 April 2019**.

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.

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All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> 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/Organization may wish to submit at the meeting should be forwarded to this office by e-mail by **5 April 2019** 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.

Furthermore, I am pleased to inform that each Project RLA/09/801 Member¹ may apply for a fellowship under Project RLA/09/801 within the fellowship offer for the current year. In order to know how many fellowships are available for your Administration for this year, please contact Ms. Claudia López, Technical Cooperation Associate (clopez@icao.int). The fellowship includes Daily Subsistence Allowance (DSA) to cover lodging and per diem. Your Administration shall provide the candidate with the air ticket to/from Mexico City, Mexico, and ensure that the candidate has the necessary travel documents, vaccinations, and visa prior to departure. The duly completed Fellowship Nomination Form must be received in this Regional Office by **22 March 2019**. The steps to apply for a fellowship, the nomination form and other useful information are published on the Project RLA/09/801 website at: <http://www.icao.int/NACC/Pages/edocs-tc.aspx>

Regarding the fellowship offered to the Eastern Caribbean States through ECCAA, please note that the candidate appointment decision should be made between your Administration and ECCAA. Once coordination has been completed, the nomination form of the candidate representing the Eastern Caribbean States **should be sent to this Regional Office by ECCAA**.

If you require any further information regarding the meeting, please contact Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue (emendez@icao.int).

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



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

Enclosure:

A – Provisional Agenda; B – Registration Form; C – Working Paper template; D – Information Paper template; E – Appendix template

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¹ *RLA/09/801 Project Member States* are: Bahamas, Barbados, Canada, Cuba, Curaçao, Dominican Republic, Haiti, Jamaica, Mexico, OECS States through ECCAA (Antigua and Barbuda, Grenada, Saint Kitts and Nevis, Saint Lucia and Saint Vincent and the Grenadines), Trinidad and Tobago and Central American States through COCESNA (Belize, Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua).

ATTACHMENT A

NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP (ANI/WG) PERFORMANCE-BASED NAVIGATION (PBN) IMPLEMENTATION TASK FORCE MEETING (ANI/WG/PBN/TF)

(Mexico City, Mexico, 22 – 25 April 2019)

PROVISIONAL AGENDA

Agenda Item 1: Provisional Agenda Approval

Agenda Item 2: Caribbean Region Performance Based Navigation (PBN) Airspace Concept

Follow up and completion of the project to develop a model structure for airspace and Terminal Areas (TMAs) to improve efficiency of air traffic flow in the upper and lower airspace of contiguous Flight Information Regions (FIRs) and TMAs, proposing a possible solution to the complex structure of the existing FIRs in the CAR Region.

Agenda Item 3: Optimization of Longitudinal Separation

Identify and support opportunities for implementation of reduced longitudinal separation minima between Caribbean FIRs.

Agenda Item 4: ATM Situation Analysis in the CAR Region

Work to develop an assessment of the current ATM situation in the Caribbean Region, focusing on ATM operational improvements and on PBN approach/departures procedures.

Agenda Item 5: Implementation of Performance-Based Navigation (PBN) Routes

Post-implementation review of 2018 agreed Regional routes, sharing experience to improve the routes agreement and implementation process. Initial discussion of proposals for 2019 routes implementation.

Agenda Item 6: Other Business

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ICAO

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

**NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Performance-Based Navigation
(PBN) Implementation Task Force Meeting
(ANI/WG/PBN/TF)
Mexico City, Mexico, 22 – 25 April 2019**

REGISTRATION FORM

1.	Position in your Delegation: (Please select one option)	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*