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Международная
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منظمة الطيران
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航空组织

When replying please quote:

Ref.: NT- N1-8.7.6 — **E.OSG - NACC78095**

2 July 2019

To: States, Territories and International Organizations

Subject: **Invitation – First NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Search and Rescue (SAR) Implementation Task Force Meeting (ANI/WG/SAR/TF/1)**
Mexico City, Mexico, 17 – 19 September 2019

Action

Required: 1) Transmittal by States of any additional items to the Provisional Agenda by **16 August 2019**
2) Submission of documentation by the deadlines provided in this letter
3) Register participation by **6 September 2019**

Sir/Madam,

Further to the approval by the Directors of Civil Aviation in the Ninth Meeting of the North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/9) to Conclusion ANI/WG/5/5 – *APPROVAL OF THE CAR REGIONAL SAR PLAN AND THE ANI/WG SAR TASK FORCE*, I wish to inform of the creation of a Search and Rescue Task Force within the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) structure.

In this sense, I wish to invite your Administration/Organization to participate in the First NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Search and Rescue (SAR) Implementation Task Force Meeting (ANI/WG/SAR/TF/1) to be convened from 17 to 19 September 2019, at the new premises of the ICAO NACC Regional Office: Mariano Escobedo 526-2nd floor, Colonia Anzures, 11590 Mexico City, Mexico.

The main objective of this Task Force is to support the current SAR initiatives in the NAM/CAR Regions and to achieve the regionally agreed objectives. The purpose for this first Meeting is to agree on the Terms of Reference and Work Programme, in order to support the accomplishment of the Regional Performance Objective (RPO) *Improve Search and Rescue (SAR) Services* of the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) and the CAR Region SAR Plan. The evaluation of the current SAR level of compliance (ICAO Universal Safety Oversight Audit Programme (USOAP) Effective Implementation (EI)) shall be part of the discussion. It is requested that States/Territories and International Organizations of the NAM/CAR Regions send their representatives who will become members of this new Task Force.

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The working languages of the meeting will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

The Provisional Agenda of the meeting is at **Appendix A**. States wishing to submit proposals for the addition of items should do so by **16 August 2019**.

You are kindly requested to complete and return the Registration Form at **Appendix B** by e-mail for each participant by **6 September 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.

All meeting documentation/presentations 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/presentations in electronic format, no hard copies will be distributed during the event.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable 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.

Only working papers **received** by this office by **16 August 2019**, submitted by States/Territories, will be translated to ensure timely processing. Working papers received in this office **after** that date will have to be submitted in both languages. Otherwise, they will become Information Papers. Information papers will only be issued in the language submitted. Papers received from international organizations will not be translated and will be issued only in the language submitted. The deadline to receive papers is **30 August 2019**. The deadlines for submission of documentation for translation will be strictly enforced. You are encouraged to submit documentation in both meeting languages (i.e., English and Spanish).

If you require any further information regarding the meeting, please contact Mr. Eddian Mendez, Regional Officer, Air Traffic Management/Search and Rescue (emendez@icao.int) or his Assistant, Sybil Gomez (sgomez@icao.int).

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



for
Melvin Cintron
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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International Civil Aviation Organization
North American, Central American and Caribbean Office

**First NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Search and Rescue (SAR)
Implementation Task Force Meeting
(ANI/WG/SAR/TF/1)**

Mexico City, Mexico, 17 – 19 September 2019

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**
- Agenda Item 2: Terms of Reference of the ANI/WG Search and Rescue (SAR) Implementation Task Force**
- 2.1 Approval of Terms of Reference
 - 2.2 Election of the Rapporteur
- Agenda Item 3: Regional Performance Objective Improve Search and Rescue (SAR) Services of the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) and the CAR Regional SAR plan**
- 3.1 Review the Regional Performance Objective *Improve Search and Rescue Services*
 - 3.2 Review the CAR Regional SAR Plan
 - 3.3 Follow-up on Regional SAR Valid Conclusions/Decisions and Deficiencies
 - 3.4 SAR compliance from Universal Safety Oversight Audit Programme (USOAP) information
- Agenda Item 4: ANI/WG Search and Rescue (SAR) Implementation Task Force Work Programme and Activities**
- 4.1 Global and Regional Search and Rescue (SAR) Matters
 - 4.2 Follow-up to recommendations of 2018 NAM/CAR Search and Rescue (SAR) Implementation and Civil-military Coordination Meeting
 - 4.3 SAR Agreements
 - 4.4 Civil Military Coordination
 - 4.5 SAR Coordination and Emergency Response for Natural Disasters
 - 4.6 Approval of the SAR Implementation Task Force Work Programme and Activities.
- Agenda Item 5: Other Business**

**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

Under this agenda item, the Meeting will review the agenda and schedule, and adopt them. The objectives and overall expectations of the meeting will be presented.

Agenda Item 2: Terms of Reference of the ANI/WG Search and Rescue (SAR) Implementation Task Force

Under this agenda item, the Meeting will approve the Terms of Reference of the Task Force, and decide on the election mechanism of its Rapporteur.

Agenda Item 3: Regional Performance Objective (RPO) Improve Search and Rescue (SAR) Services of the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) and the CAR Regional SAR Plan

The Meeting will follow up the Regional Performance Objective related to SAR Implementation, and review the regional level of compliance. The Meeting will review and work with the CAR Regional SAR Plan, and Regional valid conclusions/decisions and deficiencies, as well as SAR compliance from USOAP information.

Agenda Item 4: ANI/WG Search and Rescue (SAR) Implementation Task Force Work Programme and Activities

The Meeting will analyse the main initiatives related to SAR, from a Global and Regional perspective and will approve its work programme and activities.

Agenda Item 5: Other Business

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

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North American, Central American and Caribbean Office (NACC)
Oficina para Norteamérica, Centroamérica y Caribe (NACC)

**First NAM/CAR Air Navigation Implementation Working Group (ANI/WG)
Search and Rescue (SAR) Implementation Task Force Meeting
Primera Reunión del Grupo de Tarea de Búsqueda y Salvamento (SAR)
del Grupo de Trabajo sobre implementación de Navegación Aérea para las Regiones NAM/CAR
(ANI/WG/SAR/TF/1)**

Mexico City, Mexico, 17 – 19 September 2019 / Ciudad de México, México, 17 – 19 de septiembre de 2019

REGISTRATION FORM / FORMULARIO DE REGISTRO

1.	Position in your Delegation: <i>(Please select one option)</i>	Chief Delegate / Jefe de la Delegación		Delegate / Delegado			
	Posición dentro de su Delegación: <i>(Por favor seleccione una opción)</i>	Adviser / Asesor		Observer / Observador			
2.	Country / Organization País / Organización						
3.	Salutation / Encabezamiento	Mr. / Sr.		Mrs. / Sra.		Miss / Srta.	
4.	Name / Nombre						
5.	Official Position or Title / Cargo o Título Oficial						
6.	Official Telephone / Teléfono oficial						
7.	Mobile (to contact you in case of an emergency) Celular (para contactarle en caso de emergencia)						
8.	Official E-mail / Correo-e oficial						
9.	Hotel and address where you will be staying during the event / Hotel y dirección donde se estará hospedando durante el evento						
10.	Please indicate if accompanied by your family Por favor indique si lo acompaña su familia	Yes / Sí		#			
11.	Dates of total stay in the venue Country Fechas de estancia total en el País del evento						
12.	Please indicate if you have any medical condition or allergies / Por favor indique si usted tiene alguna condición médica o alergias						
13.	Emergency contact information in your country of origin / Información de contacto para emergencias en su país de origen		Name Nombre				
			Relationship Relación				
			Telephone Teléfono				

Please send this form to: / Por favor envíe este formulario a:

E-mail: icaonacc@icao.int



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North American, Central American and Caribbean Office

WORKING PAPER

ANI/WG/SAR/TF/1 — WP/**
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**First NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Search and Rescue (SAR)
Implementation Task Force Meeting (ANI/WG/SAR/TF/1)
Mexico City, Mexico, 17 – 19 September 2019**

Agenda Item *:

TITLE OF WORKING PAPER

(Presented by ***)

EXECUTIVE SUMMARY	
Insert brief summary of the working paper.	
Action:	Insert action required.
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Security & Facilitation• Economic Development of Air Transport• Environmental Protection
<i>References:</i>	<ul style="list-style-type: none">• ***

1. Introduction

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or

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INFORMATION PAPER

ANI/WG/SAR/TF/1 — IP/**
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**First NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Search and Rescue (SAR)
Implementation Task Force Meeting (ANI/WG/SAR/TF/1)
Mexico City, Mexico, 17 – 19 September 2019**

Agenda Item *:

TITLE OF INFORMATION PAPER

(Presented by ***)

EXECUTIVE SUMMARY	
Insert brief summary of the information paper.	
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Security & Facilitation• Economic Development of Air Transport• Environmental Protection
<i>References:</i>	<ul style="list-style-type: none">• ***

1. Introduction

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APPENDIX *
TITLE

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