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When replying please quote:

Ref.: NT-NE57-3 — **E.OSG - NACC81255**

11 December 2019

To: States, Territories and International Organizations

Subject: **Invitation – Third Meeting of the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Aeronautical Information Management (AIM) Implementation Task Force Meeting (AIM/TF/3)**  
Mexico City, 25 to 28 February 2020

Action

- Required:
- 1) Submission of documentation by the deadlines provided in this letter
  - 2) Register participation on line by **14 February 2020**

Sir/Madam,

Further to the Second Meeting of the ANI/WG AIM/TF/2, I wish to invite your Administration/Organization to participate in the Third Meeting of the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Aeronautical Information Management (AIM) Implementation Task Force Meeting (AIM/TF/3) to be convened at the International Civil Aviation Organization (ICAO) North American, Central American and Caribbean (NACC) Regional Office, Mexico City, Mexico, from **25 to 28 February 2020**.

In order to successfully reach the targets of this meeting, the participation of your Administration AIM/TF members is expected in this meeting. The objectives of the meeting are: Regional AIM Implementation Plan update, AIM personnel training and AIM Collaborative plan. The working language of the meeting will be **English**. On 25 February 2020 the meeting will be held jointly with the AIDC/TF meeting and simultaneous interpretation will be provided only that day of the meeting to facilitate discussion of common agenda item 2.

The Provisional Agenda of the meeting is provided in **Appendix A**. States wishing to submit proposals for the addition of items should do so by **7 February 2020**.

We would appreciate confirmation of your participation by **14 February 2020** by registering here: <https://forms.gle/bxh5UnY5QmvyCzxxg7>

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](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 may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Word/PowerPoint format using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices. The deadline to receive documents is **14 February 2020**.

Should you require any further information regarding the meeting, please contact Mr. Raúl Martínez, ICAO NACC Regional Officer, Aeronautical Information Management ([rmartinez@icao.int](mailto:rmartinez@icao.int)), Mrs. Natasha Leonora-Belefanti, AIM/TF Rapporteur ([n.leonora\\_belefanti@dc.ansp.org](mailto:n.leonora_belefanti@dc.ansp.org)) or Mrs. Yolanda Terrazas, Assistant ([yterrazas@icao.int](mailto:yterrazas@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 – Working Paper template;*
- C – Information Paper template;*
- D – Appendix template*



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**THIRD MEETING OF THE NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP (ANI/WG)  
AERONAUTICAL INFORMATION MANAGEMENT (AIM) IMPLEMENTATION TASK FORCE (AIM/TF/3)  
(AIM/TF/3)**

Mexico City, Mexico, from 25 to 28 February 2020

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**APPENDIX A  
PROVISIONAL AGENDA**

- Agenda Item 1: Approval of the Provisional Agenda, Schedule and Working Method**
- Agenda Item 2: Joint Meeting with ANI/WG AIDC Task Force (AIDC/TF) (25 February only)**
- Agenda Item 3: Review and Update of a New Updated AIM Regional Plan, including AIM collaborative Plan**
- Agenda Item 4: Update to the AIM Working Plan**
- Agenda Item 5: States Status: Quality Management System (QMS), AIM Transition, Electronic Terrain and Obstacle Data (eTOD) and System Wide Information Management (SWIM) Implementation (AIM 2.0)**
- Agenda Item 6: Contingency Plans for AIM between States**
- Agenda Item 7: AIM 2.0 Training Requirements Official Documentation**
- Agenda Item 8: Review of the PANS AIM**
- Agenda Item 9: Aeronautical Charts/by GREPECAS Conclusion 18/11 - Charting Deficiency Strategy (RNAV-RNP Procedures – Circ 353)**
- Agenda Item 10: Other Business**

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**PROVISIONAL AGENDA  
EXPLANATORY NOTES**

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

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

**Agenda Item 2: Joint Meeting with ANI/WG AIDC Task Force (AIDC/TF)**

The Meeting will be held jointly with the participants of the AIDC Task Force (AIDC/TF) meeting in order to analyse the statistical results of FPL flight plan errors and their impact on the operation of the AIDC, as well as see the impact of the implementation of information and data exchange AIM messaging in the automated operations of the NACC States. It is expected that, as a result of this first day of the meeting, the profile and training of AIS/ARO personnel can be updated, as well as integrating tasks in the AIM Task Force of the ANI/WG that ensure the quality of aeronautical information and its positive impact in the implementation of the AIDC.

**Agenda Item 3: Review and Update of a New Updated AIM Regional Plan, including AIM collaborative Plan**

The Meeting will be informed and will take note of the new AIM Work Plan that considers the provisions of GANP 6th. Ed. and the requirements posed by Operational Safety with the purpose of assessing risks associated with civil aviation operations and the development of the AIM Collaborative Plan and the ICAO AIM tracking website will also be reviewed. The electronic work scheme for the future AIM/TF will be presented

**Agenda Item 4: Update to the AIM Working Programme Plan**

Under this agenda item, the Meeting will review and update the current AIM work plan incorporating activities to be delivered during the next NACC/WG/6 related to AIM 2.0

**Agenda Item 5: States Status: Quality Management System (QMS), AIM Transition, Electronic Terrain and Obstacle Data (eTOD) and System Wide Information Management (SWIM) Implementation (AIM 2.0)**

Under this agenda item, the Meeting will review the current status of the States regarding QMS in AIM, actions and tasks of eTOD for the implementation of SWIM, setting goals for the next NACC/WG/6 meeting as well as the GREPECAS/19 Meeting.

**Agenda Item 6: Contingency Plans for AIM between States**

Under this agenda item, the Meeting will work on the approach of AIM contingency plans oriented to AIXM interoperability processes and other exchange models.

**Agenda Item 7: AIM 2.0 Training Requirements Official Documentation**

The Meeting will be informed and will take note regarding the new concept of AIM 2.0 and the update scheme of the Phases of the Transition from AIM 1.0 to AIM2.0 will be reviewed.

**Agenda Item 8: Review of the PANS AIM**

Under this agenda item, the Meeting will review the progress that States have had and advice will be given on the implementation of the PANS AIM (Doc 10066) and the identification of the difficulties that States have for such implementation will be discussed.

**Agenda Item 9: Aeronautical Charts/by GREPECAS Conclusion 18/11 - Charting Deficiency Strategy (RNAV-RNP Procedures – Circ 353)**

Under this agenda item, the Meeting will review the progress made by the States to comply with the provisions of Circ 353, Annex 4, the Manual of Aeronautical Charts 8697, PANS OPS and the Airport Mapping Database (AMDB) of Annex 15 to be coordinated with the AGA area.

**Agenda Item 10: 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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WORKING PAPER

AIM/TF/03 — WP/\*\*  
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**THIRD MEETING OF THE NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP (ANI/WG)  
AERONAUTICAL INFORMATION MANAGEMENT (AIM) IMPLEMENTATION TASK FORCE  
(AIM/TF/3)  
25 to 28 February 2020**

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**Agenda Item \*:**

**TITLE OF WORKING PAPER**

(Presented by \*\*\*)

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

**1. Introduction**

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INFORMATION PAPER

AIM/TF/03 — IP/\*\*  
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**THIRD MEETING OF THE NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP (ANI/WG)  
AERONAUTICAL INFORMATION MANAGEMENT (AIM) IMPLEMENTATION TASK FORCE  
(AIM/TF/03)  
25 to 28 February 2020**

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**Agenda Item \*:**

**TITLE OF INFORMATION PAPER**

(Presented by \*\*\*)

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

**1. Introduction**

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**APPENDIX \***  
**TITLE**

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