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Ref.: NT-N1-8.3.14 — **E.OSG - NACC84815**

28 January 2021

To: States, Territories and International Organizations

Subject: **Invitation – Fourth NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface Control Document (NAM/IDC) Implementation Follow-up Meeting (AIDC/NAM/ICD/4)**  
(Online, from 9 to 11 March 2021, 9AM to 12PM, GTM -6)

**Actions**

Required: 1) Submission of comments on the Provisional Agenda by **25 February 2021**  
2) Register participants on-line by **3 March 2021**  
3) Submission of working/information papers and/or presentations by **25 February 2021**

Dear Sir/Madam,

The implementation of the automated protocols is a facility that keeps supporting safety and efficiency and above all the development in the region.

Continuing with this work is a priority for the region due to the important benefits that this implementation provides. In this regard, a Fourth NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface Control Document (NAM/IDC) Implementation Follow-up meeting will be held. This event will be on-line from 9 to 11 March 2021, with a daily session from 9:00AM to 12:00PM (GMT-6).

The objective of the Meeting is to follow-up on previous AIDC meetings and on the activities agreed by the States for the national and regional implementation through:

1. Updating the implementation activities of the automated protocols in the CAR Region
2. Follow-up on the measures to optimize flight plans management and aeronautical information management to minimize errors in the Flight plans (FLP)
3. Introduction of Global Air Navigation Plan (GANP) tasks linked to light and flow - information for a collaborative environment (FF-ICE)
4. Analysis of cybersecurity that is applied to databases of Air Traffic Management (ATM) systems
5. Alignment of the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) AIDC Task Force with the programme of CAR/SAM Planning and Implementation Regional Group (GREPECAS)

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The participant experts profile is very important to reach the regional automation goals considering that they will provide the recommendations needed to allow the effective operational implementation of both protocols.

In this sense, the participation of personnel responsible for the AIDC and NAM/ICD implementation projects of the different States is highly recommended. Furthermore, the participation of members of the ANI/WG AIDC Task Force is expected.

The industry is also invited to present subjects associated with the proposed agenda. Due to this new meeting mode, its contributions to the meeting will be coordinated.

The event will be bilingual (English-Spanish) and simultaneous interpretation services will be provided.

Due to the aforementioned, your Administration is invited to:

- a) take note of the Provisional Agenda in **Appendix A** and send comments by **25 February 2021**;
- b) submit working/information papers and/or presentations by **25 February 2021**. register participants on-line by **3 March 2021**, using the link <https://bit.ly/3pv57bV>

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/PowerPoint format using the templates of **Appendixes B, C and D**. 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 **25 February 2021**, submitted by States/Territories, will be translated to ensure timely processing, **after** that date, they will have to be submitted in both languages. Otherwise, they will become Information Papers. Working papers of the rest of the Agenda Items can be sent in **English** only. 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 **25 February 2021**. **The deadlines for submission of documentation will be strictly enforced.** You are encouraged to submit documentation in both meeting languages (i.e., English and Spanish).

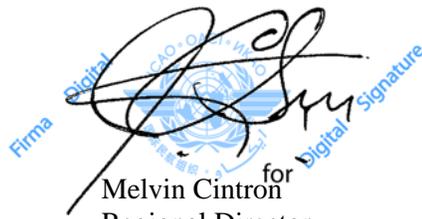
All meeting documentation (working/information papers and/or presentations) will be placed in the Meetings Section of the following web page: <https://bit.ly/3qX0Lux> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Once registered, Zoom will generate a unique connection link for the registered participant and he/she will receive a confirmation email from Zoom containing information about joining the meeting; please note that the connection link is unique to the registered participant and cannot be shared with other users. **Please ensure to save this message, as you will need it to connect to the event.**

Although this event will be held in the Zoom platform, in case your State does not have access to Zoom, please let us know of your interest in participating in this event so we can send you a GoToMeeting link that will broadcast this event.

If you require any further information regarding the meeting, please contact Mrs. Mayda Ávila ([mavila@icao.int](mailto:mavila@icao.int)), ICAO NACC Regional Officer, Communications, Navigation and Surveillance, or Mr. Gabriel Gutiérrez ([ggutierrez@icao.int](mailto:ggutierrez@icao.int)), Assistant.

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

A digital signature in blue ink, overlaid on a circular blue stamp. The stamp contains the ICAO logo and the text "ICAO REGIONAL OFFICE NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN". The signature is written over the stamp and the words "Firma" and "Digital Signature" are written in blue text on either side of the signature.

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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Francisco Gómez, IFALPA CAR/West  
Chris Witt, IFALPA CAR/East  
Duncan Auld, IFATCA  
John Carr, IFATCA Americas  
jedson84@gmail.com; consuelab28@gmail.com;  
edwin.kelly@dca.gov.aw; anthony.kirchner@dca.gov.aw;  
dca@dca.gov.aw;  
DirectorGeneral@bcaabahamas.com;  
michael.allen@bcaabahamas.com;  
kimberley.minors@bcaabahamas.com;  
directorgeneral@bcaabahamas.com;  
cadogand@tourism.gov.bb;  
civil.aviation@Barbados.gov.bb; Tracey.Forde-  
Bailey@barbados.gov.bb;  
dcabelize@btl.net; nigel.carter@civilaviation.gov.bz;  
Andrew.Larsen@tc.gc.ca; tc.internationalaviation-  
aviationinternationale.tc@tc.gc.ca;  
civilair@gobiernu.cw; Leslie.Laplace@gobiernu.cw;  
pstourism@dominica.gov.dm;  
ceo@daspa.dm; naturebbard@gmail.com;  
seanjmatthew@gmail.com;  
oecs.dca@candw.ag; contact@eccaa.aero; dmcphail@eccaa.aero;  
thierry.buttin@aviation-civile.gouv.fr;  
patrick.pezzetta@aviation-civile.gouv.fr;  
philippe.versi@aviation-civile.gouv.fr;  
jean-jacques.deschamps@aviation-civile.gouv.fr;  
Registry@tourism.gov.gd; ps@tourism.gov.gd;  
direction.generale@ofnac.gov.ht; Jacques.boursiquot@ofnac.gov.ht;  
josephlaurent.dumas@ofnac.gov.ht; claude.saintrome@gmail.com;  
marloclaude.strome@ofnac.gov.ht;  
nari.williams-singh@jcaa.gov.jm;  
StatelettersNL@minienw.nl;  
kaye.bass@mofa.gov.kn; foreigna@sisterisles.kn;  
royston.griffin@mofa.gov.kn; civilaviationaffairs@gmail.com;  
jessica.boddie@mofa.gov.kn; jwboddie@gmail.com;  
sheron.henry@mofa.gov.kn;  
cemmanuel@gosl.gov.lc; eustace.cherry@govt.lc;  
rnoel@gov.vc; office.natsec@mail.gov.vc; pmosvg@vincysurf.com;  
tourism@gov.vc;  
louis.halley@sintmaartengov.org;  
fregis@caa.gov.tt; kherreira@caa.gov.tt; tmartin@caa.gov.tt;  
ccournand@caa.gov.tt; rsylvester@caa.gov.tt; srambaran@caa.gov.tt;  
techlibrary@caa.gov.tt  
james.ball1@dft.gov.uk; maria.boyle@airsafety.aero;  
alison.thomas@airsafety.aero;  
marcus.doller@airsafety.aero;  
Ashlei.S-CTR.Nadler@faa.gov; 9-AWA-API-IGIA@faa.gov;  
rechevarne@aci-lac.aero; asistente@aci-lac.aero; aci-lac@aci-lac.aero;  
info@aci-lac.aero;  
jrbotelho@alta.aero; vcorrieri@alta.aero;  
dg@canso.org; simon.hocquard@canso.org;  
nico.voorbach@canso.org;  
javier.vanegas@canso.org; lamcar@canso.org;  
pauline.yearwood@caricom.org;  
officemanager@cassos.org; cleo.samuels@gmail.com;  
luc.tytgat@casa.europa.eu;  
ruizjo@iata.org; marquezoz@iata.org;  
vidalm@iata.org;  
kedwards@ibac.org;  
eb@ifaima.org; barbara@ifaima.org; igor@ifaima.org;  
carolecouchman@ifalpa.org;  
alberto.gaspari@alpa.org;  
francisco.gomez@aspa.org.mx;  
chrisswitt18@gmail.com;  
pcx@ifatca.org; duncan.auld@ifatca.org;  
evpama@ifatca.org; office@ifatca.org;

Didacus Jules, OECS

didacus.jules@oecs.int;

cc:

Karim Hodge, Anguilla  
Thomas Dunstan, Bermuda  
Paulette Cruz, British Virgin Islands  
Richard Smith, Cayman Islands  
Albert Anderson, Cayman Islands  
Colin Fergus, Montserrat  
Peter Forbes, Turks and Caicos Islands  
Marcus Doller, ASSI, United Kingdom  
Alison Thomas, ASSI, United Kingdom  
NACC Webmaster

Karim.Hodge@gov.ai;  
tdunstan@bcaa.bm; kadburgess@bcaa.bm;  
pcruz@bvaa.com;  
civil.aviation@caacayman.com; Richard.smith@caacayman.com;  
alastair.robertson@caacayman.com;  
albert.anderson@caymanairports.com;  
cfergus@gov.ms; mcw@gov.ms;  
pforbes.caa@tcway.tc; pthomas.caa@tcway.tc;  
marcus.doller@airsafety.aero;  
alison.thomas@airsafety.aero;  
webmasternacc@icao.int;



ICAO

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

**NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface Control Document (NAM/IDC) Implementation Follow-up Fourth Meeting (AIDC/NAM/ICD/4)**

Online, from 9 to 11 March 2021, 9AM to 12PM, GTM -6

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**APPENDIX A  
PROVISIONAL AGENDA**

- Agenda Item 1:** Adoption of the Provisional Agenda and Schedule
- Agenda Item 2:** Updating of the Implementation Activities of the Automated Protocols
- Agenda Item 3:** Follow-up on the Activities to Regionally Minimize Flight Plan Errors
- Agenda Item 4:** Flight and Flow - Information for a Collaborative Environment (FF-ICE)
- Agenda Item 5:** Analysis of cybersecurity that is applied to databases of ATM systems
- Agenda Item 6:** Alignment of the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) AIDC Task Force with the programme of GREPECAS
- Agenda Item 7:** Other Business

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