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航空组织

When replying please quote:

Ref.: NT-NE/57-3 — **E.OSG-NACC85538**

20 April 2021

To: States, Territories and International Organizations

Subject: **Invitation – Second NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Air Traffic Flow Management Implementation Task Force (ATFM/TF/2) Meeting**
On line, 17 to 19 May 2021

Action

Required: 1) Register participation by **10 May 2021**

Dear Sir/Madam,

I wish to invite your Administration/Organization to participate in the Second NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Air Traffic Flow Management Implementation Task Force (ATFM/TF/2) Meeting to be held on line from 17 to 19 May 2021.

The main objective of this meeting is to support the implementation of a performance framework for airspace flow management, aligned with the work related to the implementation of the 6th edition of the Global Air Navigation Plan (GANP) and the development of the Volume III of the CAR/SAM electronic Air Navigation Plan (eANP).

It is important that your Administration/Organization is fully aware of the impact that the work to be carried out and the agreements that would be reached at this meeting will have on the establishment of metrics and agreements for the regional performance of airspace management in the NACC States. In order to achieve the expected results adequate representation from all the Flight Information Regions (FIRs)/Upper Flight Information Regions (UIRs) of the NAM/CAR Regions, as well as prior analysis of the capacities for the collection and analysis of data derived from the air traffic flight control systems are required.

To support the aforementioned process, the Meeting will start with a one-day workshop on air traffic performance measurement, which will provide participants with basic concepts of the performance of air traffic control systems and strategies for the establishment of mechanisms for their measurement and analysis.

ATFM/TF Members 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,

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The Provisional Agenda of the meeting is at **Appendix A**, you are kindly requested to complete and return the Registration Form at **Appendix B** by e-mail for each participant by **10 May 2021**, registered participants will receive a link to connect to the on line meeting.

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.

Documentation/Presentations that your Administration/Organization may wish to submit/present at the meeting/event should be forwarded to this office by e-mail as soon as practicable in Microsoft Word/PowerPoint format using the attached templates, by **12 May 2021**. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

Should 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) or Mrs. Yolanda Terrazas, Assistant, (yterrazas@icao.int).

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

A digital signature in blue ink, overlaid on a circular blue seal of the International Civil Aviation Organization (ICAO). The seal features the ICAO logo and text in multiple languages. The signature is written over the seal and is surrounded by the words "Firma" on the left and "Digital Signature" on the right.

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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**SECOND NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP (ANI/WG) AIR TRAFFIC
FLOW MANAGEMENT IMPLEMENTATION TASK FORCE (ATFM/TF/2) MEETING**

On line, 17 to 19 May 2021

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1:** Approval of the Provisional Agenda and Schedule
 - Agenda Item 2:** Air Traffic Management Performance Framework
 - Agenda Item 3:** Regional Implementation Metrics and Key Performance Indicators
 - Agenda Item 4:** ATFM Contingency Procedures
 - Agenda Item 5:** Regional Traffic Recovery Planning
 - Agenda Item 6:** ATFM Task Force Report to the ANI/WG
 - Agenda Item 7:** Other Business
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SECOND NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP (ANI/WG) AIR TRAFFIC FLOW MANAGEMENT IMPLEMENTATION TASK FORCE (ATFM/TF/2) MEETING

On line, 17 to 19 May 2021

APPENDIX B

REGISTRATION FORM

1.	Position in your Delegation: <i>(Please select one option)</i>	Rapporteur		ATFM Member			
2.	Country / Organization						
3.	Salutation	Mr.		Mrs.		Miss	
4.	Name						
5.	Official Position or Title						
6.	Official Telephone						
8.	Official E-mail						

Please Note that the link for the meeting will be sent.

Please send this form to:
E-mail: icaonacc@icao.int



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WORKING PAPER

ATFM/TF/2 — WP/**

//21

**SECOND NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP (ANI/WG) AIR TRAFFIC
FLOW MANAGEMENT IMPLEMENTATION TASK FORCE (ATFM/TF/2) MEETING**

On line, 17 to 19 May 2021

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

1.1 Ff

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or

— END —



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INFORMATION PAPER

ATFM/TF/2 — IP/**

//21

**SECOND NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP (ANI/WG) AIR TRAFFIC
FLOW MANAGEMENT IMPLEMENTATION TASK FORCE (ATFM/TF/2/2) MEETING**

On line, 17 to 19 May 2021

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

1.1 Ff

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or

— END —

APPENDIX *
TITLE

or

— END —