



ICAO

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

WORKING PAPER

NAM/CAR/CATC/WG/6 — WP/01

31/10/22

Sixth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/6)

ICAO NACC Regional Office, Mexico City, Mexico, 22 to 24 November 2022

Agenda Item 1: Approval of the Provisional Agenda and Schedule

PROVISIONAL AGENDA AND SCHEDULE

(Presented by the Secretariat)

EXECUTIVE SUMMARY

The Provisional Agenda and Schedule of the Sixth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/6) are presented in **Appendices A and B** to this working paper, respectively.

The items of the Provisional Agenda have been presented in a format that aligns with the ICAO strategic objectives.

The NAM/CAR/CATC/WG/6 will meet in plenary with the option to propose Ad hoc groups to deal with specific matters, if necessary.

Action:	The Meeting is invited to approve the Provisional Agenda and Schedule for the NAM/CAR/CATC/WG/6 Meeting as presented in Appendices A and B, respectively.
Strategic Objectives:	This working paper relates to all ICAO Strategic Objectives

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**
- Agenda Item 2: Follow-up on Valid Conclusions and Decisions from NAM/CAR/CATC/WG Meetings**
- Agenda Item 3: Introduction of new Members in virtue of the signing of the Declaration of intent (DoI) for the Regional Collaboration of training among the Civil Aviation Training Centres of the North America (NAM) Central America and Caribbean (CAR) Regions**
- Universidad Aeronáutica en Querétaro (UNAQ) of Mexico
 - Universidad Nacional Pedro Henríquez Ureña (UNPHU) of Dominican Republic
 - Cuerpo Especializado en Seguridad Aeroportuaria y de la Aviación Civil (CESAC) of Dominican Republic
 - Embry-Riddle Aeronautical University of United States
 - Universidad Nacional Autónoma de Honduras (UNAH) of Honduras
 - Singapore Aviation Academy of the Civil Aviation Authority of Singapore (CAAS)
 - Universidad Autónoma de Centroamérica (UACA) of Costa Rica
 - Ecole Nationale de l'Aviation Civile (ENAC) of France
- Agenda Item 4: Training Programmes, Facilities and Development of Training Centres**
- 4.1 State Training Needs
 - 4.2 Regional Training Solutions
 - 4.3 Sharing of experiences on overcoming limitations presented by the COVID-19 Pandemic
 - 4.4 ICAO in-kind support for events offering fellowships to the NAM/CAR Regions States
- Agenda Item 5: Contingency Measures on Training**

- Agenda Item 6: Design of conventional courses**
6.1 In person vs. virtual modality
6.2 Regional Training Solutions

Agenda Item 7: NAM/CAT/CATC/WG Terms of Reference and Work Programme

Agenda Item 8: Other Business

**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

Under this agenda item, the Meeting shall select a new Rapporteur and Vice-Rapporteur. Also, it will review the agenda and schedule, and adopt them. The objectives and overall expectations of the meeting will be presented.

Agenda Item 2: Follow-up on Valid Conclusions and Decisions from NAM/CAR/CATC/WG

Under this agenda item, the Meeting will conduct a follow-up review of valid conclusions and decisions of NAM/CAR/CATC/WG meetings, highlighting their impact on the NAM/CAR States and Regions' aviation safety, air navigation and security implementation. Additionally, the meeting will discuss the conclusions of the Tenth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/10) related to training.

Agenda Item 3: Introduction of new Members in virtue of the signing of the Declaration of intent (DoI) for the Regional Collaboration of training among the Civil Aviation Training Centres of the North America (NAM) Central America and Caribbean (CAR) Regions

Under this agenda item, the new members will introduce themselves to the Meeting.

Agenda Item 4: Training Programmes, Facilities and Development of Training Centres

The Meeting will discuss the importance of identifying the training needs in the NAM/CAR Regions, as well as the solutions to address those needs in a synergic way. In addition, the Meeting will take note of the experiences on overcoming the difficulties and limitations imposed by the COVID-19 pandemic.

Agenda Item 5: Contingency Measures on Training

The Meeting will be informed and will take note on the importance of establishing a contingency plan for training.

Agenda Item 6: Design of conventional courses

The Meeting will be informed and will take note on important aspects involved in the development of conventional courses.

Agenda Item 7: NAM/CAT/CATC/WG Terms of Reference and Work Programme

Under this agenda item, the Meeting will review the Terms of Reference and the Work Programme of the Working Group.

Agenda Item 8: Other Business

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

**APPENDIX B
PROVISIONAL SCHEDULE**

Time	Tuesday 22 November	Wednesday 23 November	Thursday 24 November
08:30–09:00	<i>Registration</i>		
09:00–09:30	<i>Opening Ceremony & Photo</i>	Agenda Item 4	Reading of the Draft Report
09:30–10:00	Agenda Item 1		
10:00–10:30	Agenda Item 2		
10:30–11:00	<i>Coffee break</i>		
11:00–11:30	Agenda Item 3	Agenda Item 5	Review of the Draft Report
11:30–12:00			
12:00–12:30		Agenda Item 6	<i>Closing</i>
12:30–13:30	<i>Coffee break / Lunch time</i>		
13:30–14:00	Agenda Item 3 (cont.)	Agenda Item 7	
14:00–14:30			
14:30–15:00			
15:00–15:30		Agenda Item 8	

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