



International  
Civil Aviation  
Organization

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Международная  
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гражданской  
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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

When replying please quote:

Ref.: NT-N1-15-12 — **E.OSG – NACC93652**

4 August 2022



To: States and Territories

Subject: **Invitation – CAR/SAM Planning and Implementation Regional Group (GREPECAS) Twenty Second Scrutiny Working Group Meeting (GTE/22)**  
Mexico City, Mexico, 26 to 30 September 2022

Action

Required: 1) Transmittal of additional items to the Provisional Agenda by **2 September 2022**;  
2) submission of documentation by the deadlines provided in this letter; and  
3) register participation by **16 September 2022**.

Dear Sir/Madam,

In accordance with ICAO Doc 9574 - *Manual on a 300 m (1 000 ft) Vertical Separation Minimum Between FL 290 and FL 410*, Inclusive provisions, and GREPECAS Conclusion 17/10 - **MANUAL/GUIDE ON THE ASSESSMENT OF LARGE HEIGHT DEVIATIONS (LHDs) WITH SMS METHODOLOGY FOR THE ANALYSIS AND ASSESSMENT OF LHD REPORTS**, I wish to invite your Administration/Organization to participate in the CAR/SAM Planning and Implementation Regional Group (GREPECAS) Twenty Second Scrutiny Working Group Meeting (GTE/22) to be held at the ICAO NACC Regional Office, Mexico City, Mexico, from 26 to 30 September 2022.

The main objectives of this meeting will be the analysis of the Large Height Deviations (LHDs) risk in 2021 and to determine the safety level in the Reduced Vertical Separation Minimum (RVSM) airspace in the CAR/SAM Regions.

This event is aimed at CAR/SAM States Points of Contact (PoCs) responsible for providing LHD reports to the Caribbean and South American Monitoring Agency (CARSAMMA), as well as Air Traffic Service (ATS) inspectors, pilots, Air Traffic Control (ATC) supervisors, ATS safety specialist of States and Territories from the ICAO CAR and SAM Regions, and representatives of invited international organizations. 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.

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The Provisional Agenda of the event is at **Appendix A**. States wishing to submit proposals for the addition of items should do so by **2 September 2022**.

We would appreciate confirmation of your participation by **16 September 2022** by registering here: <https://forms.office.com/r/zS0uAEqGNP>

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.

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/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 **2 September 2022**, 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 **16 September 2022**. 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).

Should you require any further information regarding the event, please contact Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue (ATM/SAR) or his Assistant Mrs. Yolanda Terrazas, to the following e-mail: [nacc-atm@icao.int](mailto:nacc-atm@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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North American, Central American and Caribbean Office

**CAR/SAM Planning and Implementation Regional Group (GREPECAS) Twenty Second Scrutiny  
Working Group Meeting (GTE/22)**

Mexico City, Mexico, 26 to 30 September 2022

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**APPENDIX A  
PROVISIONAL AGENDA**

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

- 1.1 Election of the GTE Rapporteur
- 1.2 Adoption of the Provisional Agenda and work schedule

**Agenda Item 2: Review of the valid CARSAMMA and Scrutiny Group Meetings Conclusions and Recommendations**

- 2.1 Review of previous conclusions
- 2.2 Review of previous recommendations

**Agenda Item 3: Review of the Results of Large Height Deviation (LHD) Analysis**

- 3.1 Indicator data on points of greatest occurrence of LHD events.
- 3.2 Actions taken for the enhancement of LHD event data capture and for the improvement of Reduced Vertical Separation Minimum (RVSM) status capture by Registration States or Operator
- 3.3 Results of the assessment project for safety in RVSM airspace for the CAR and SAM Regions
- 3.4 Identification of trends
- 3.5 Lessons learned by CAR/SAM States to reduce the number of LHDs
- 3.6 Report on the progress made by States on LHD management
- 3.7 Report on the flight plan audit

**Agenda Item 4: Activities and Tasks to be Reported to the GREPECAS**

- 4.1 Update of the GTE Terms of Reference (ToRs)
- 4.2 Review of tasks to be reported to GREPECAS
- 4.3 GTE/Regional Aviation Safety Group–Pan America (PA-RAST) cooperation.
- 4.4 CARSAMMA/GTE and North American Approvals Registry and Monitoring Organization (NAARMO) Cooperation

**Agenda Item 5: Other Business**

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**PROVISIONAL AGENDA  
EXPLANATORY NOTES**

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

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

**Agenda Item 2: Review of the valid CARSAMMA and Scrutiny Group Meetings Conclusions and Recommendations**

Under this agenda item, the Meeting will review valid CARSAMMA and GTE/WG previous meeting conclusions and recommendations.

**Agenda Item 3: Review of the Results of Large Height Deviation (LHD) Analysis**

Under this agenda item, the Meeting will review the results of the LHD analysis.

**Agenda Item 4: Activities and Tasks to be Reported to the GREPECAS**

Under this agenda item, the Meeting will review the activities and tasks to be reported to the GREPECAS, including the GTE ToRs and the review of Dashboard matters- indicators to provide data and report back.

**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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WORKING PAPER

GTE/22 — WP/\*\*

\*\*/\*\*/22

**CAR/SAM Planning and Implementation Regional Group (GREPECAS) Twenty Second Scrutiny  
Working Group Meeting (GTE/22)  
Mexico City, Mexico, 26 to 30 September 2022**

**Agenda Item \*:**

**TITLE OF WORKING PAPER**

(Presented by \*\*\*)

EXECUTIVE SUMMARY	
Insert brief summary of the working paper.	
<b>Action:</b>	Insert action required.
<i>Strategic Objectives:</i>	<ul style="list-style-type: none"><li>• Strategic Objective 1 – Safety</li><li>• Strategic Objective 2 – Air Navigation Capacity and Efficiency</li><li>• Strategic Objective 3 – Security &amp; Facilitation</li><li>• Strategic Objective 4 – Economic Development of Air Transport</li><li>• Strategic Objective 5 – Environmental Protection</li></ul>
<i>References:</i>	<ul style="list-style-type: none"><li>• ***</li></ul>

**1. Introduction**

**1.1 Ff**

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or

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# ICAO

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

GTE/22 — IP/\*\*  
\*\*/\*\*/22

**CAR/SAM Planning and Implementation Regional Group (GREPECAS) Twenty Second Scrutiny  
Working Group Meeting (GTE/22)  
Mexico City, Mexico, 26 to 30 September 2022**

**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"><li>• Strategic Objective 1 – Safety</li><li>• Strategic Objective 2 – Air Navigation Capacity and Efficiency</li><li>• Strategic Objective 3 – Security &amp; Facilitation</li><li>• Strategic Objective 4 – Economic Development of Air Transport</li><li>• Strategic Objective 5 – Environmental Protection</li></ul>
<i>References:</i>	<ul style="list-style-type: none"><li>• ***</li></ul>

**1. Introduction**

**1.1 Ff**

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or

— END —

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

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