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To: States, Territories and International Organizations

Subject: **Invitation – Third State Safety Programme (SSP) Meeting for the NAM/CAR Regions (NAM/CAR/SSP/3)**
Mexico City, Mexico, 17 – 18 November 2022

Action

- Required:
- 1) Transmittal of additional items to the Provisional Agenda by **7 October 2022**;
 - 2) Submission of documentation by the deadlines provided in this letter;
 - 3) Register participation by **4 November 2022**.

Dear Sir/Madam,

During the Second State Safety Programme (SSP) Meeting for the NAM/CAR Regions (NAM/CAR/SSP/2) held on-line on 4 November 2021, a revised SSP Strategy for the NAM/CAR Regions was developed. It was presented to the Tenth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/10). Following this update, the SSP implementation for the CAR Region will be supported with Regional Aviation Safety Group–Pan America (RASG-PA) funds in the next years and accompanied by the Systemic Assistance Programme (SAP) “Champion States”. The designation of the new SSP Working Group (WG) Rapporteurs for the English-speaking and Spanish-speaking teams is on-going. I thank their Administrations for this support to the States and the region.

The effective and sustainable implementation of the SSP among States is a main priority, in line with the compliance with the ICAO Global Aviation Safety Plan (GASP) goals and assuring the agreed levels of safety throughout the region. The SSP WG seeks to support States to increase their effective SSP implementation as part of the core elements of safety risk management. In this regard, I wish to invite your Administration and, in particular, your State’s SSP Points of Contact (PoCs), to participate in the Third State Safety Programme (SSP) Meeting for the NAM/CAR Regions (NAM/CAR/SSP/3) to be convened at the ICAO NACC Regional Office, Mexico City, Mexico on 17 and 18 November 2022.

In this meeting, and following the SSP/WG Terms of Reference (ToRs), the review of the status of the SSP implementation in the NAM/CAR Regions will continue, among the main discussion items. The meeting aims at defining the upcoming activities of assistance and support to States for SSP implementation (SSP Work Programme).

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SSP PoCs of the NAM/CAR Regions States and Territories are expected to participate, as well as Regional Safety Oversight Organization (RSOO) representatives of the CAR Region. 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.

The Provisional Agenda of the event is at **Appendix A**. States wishing to submit proposals for the addition of items should do so by **7 October 2022**. We would appreciate confirmation of your participation by **4 November 2022** by registering here: <https://rb.gy/gvetnd>

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). 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 **17 October 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 **28 October 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).

If you require any further information regarding the event, please contact Mr. Marcelo Orellana, Regional Officer, Safety Implementation (morellana@icao.int) or his Assistant Sybil Gómez (sgomez@icao.int).

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

A digital signature in blue ink, appearing as a stylized cursive 'M' and 'C', is overlaid on a circular blue stamp. The stamp contains the ICAO logo and the text 'Firma Digital' 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 – Working Paper template;

*C – Information Paper template; D – Appendix template*N:\N - ICAO Regions\N 1- 8.2.19 - SSP Events\2211-NAMCAR-SSP3Meeting\Correspondence\NACC94824SAF1-States-InvitationSSP3Meeting.docx / SGA



ICAO

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

**Third State Safety Programme (SSP) Meeting for the NAM/CAR Regions
(NAM/CAR/SSP/3)**

Mexico City, Mexico, 17 – 18 November 2022

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**
 - Agenda Item 2: Follow-up on SSP Meetings Valid Conclusions/Decisions/Action Items**
 - Agenda Item 3: Updates on Safety Management Matters**
 - Agenda Item 4: Regional Aviation Safety Group–Pan America (RASG-PA) SSP Implementation Project and Timelines Updates**
 - Agenda Item 5: SSP Working Group (WG) Work Programme and Liaison with the SSP Implementation Project**
 - Agenda Item 6: SSP Implementation Assessments (SSPIAs) - Canada Experience**
 - Agenda Item 7: Central American SSP Working Group Activities, Lessons Learned, and Projections**
 - Agenda Item 8: European Aviation Safety Agency (EASA) Projects Supporting SSP Implementation (COCESNA)**
 - Agenda Item 9: Conclusions/Agreements and 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 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 SSP Meetings Valid Conclusions/Decisions/Action Items

Under this agenda item, the Meeting will conduct a follow-up review of valid conclusions and decisions on the topics discussed during the last teleconferences of 2021.

Agenda Item 3: Updates on Safety Management Matters

Under this agenda item, the Secretariat will provide updates related to the NAM/CAR regional SSP strategy, SSP implementation status in the region, and other matters resulting from the A41 Assembly.

Agenda Item 4: Regional Aviation Safety Group—Pan America (RASG-PA) SSP Implementation Project and Timelines Updates

Under this agenda item, the approved SSP Implementation Project funded by RASG-PA will be presented and the original dates of implementation will be reviewed.

Agenda Item 5: SSP Working Group (WG) Work Programme and Liaison with the SSP Implementation Project

Under this agenda item, the SSP working groups work programme and its liaison with the SSP Implementation Project will be presented and discussed .

Agenda Item 6: SSP Implementation Assessments (SSPIAs) - Canada Experience

Under this agenda item, Transport Canada will present its experience with the recently-conducted SSPIAs, as part of ICAO Universal Safety Oversight Audit Programme (USOAP) activities.

Agenda Item 7: Central American SSP WG Activities, Lessons Learned, and Projections

Under this agenda item, the Central American SSP WG will present the progress achieved, lessons learned, and projections to encourage other States of the region to follow in their footsteps and make synergies for the regional implementation of the SSP.

Agenda Item 8: European Aviation Safety Agency (EASA) Projects Supporting SSP Implementation (ACSA/COCESNA)

Under this agenda item, EASA will make a presentation on the activities carried out as part of the European Union-Latin America Caribbean (EU-LAC) on the implementation of the SSP in Central America, in conjunction with COCESNA's Central American Aviation Safety Agency (ACSA).

Agenda Item 9 Conclusions/Agreements and Other Business

Under this agenda item, the Meeting will reach conclusions/agreements for the active implementation of the ICAO initiatives/projects and analyze any other matter than cannot be addressed under the previous agenda items.
