



ICAO

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North American, Central American and Caribbean Office

WORKING PAPER

NACC/WG/AGA/TF/1 — WP/02
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First North American, Central American and Caribbean Working Group (NACC/WG) Aerodromes and Ground Aids (AGA) Implementation Task Force Meeting (NACC/WG/AGA/TF/1)

Mexico City, Mexico, 3 to 7 July 2023

Agenda Item 2: Approval of the Terms of Reference (ToRs) and Work Programme of the NACC/WG/AGA TF

NACC/WG/AGA TF TERMS OF REFERENCE (ToRs)

(Presented by the Secretariat)

EXECUTIVE SUMMARY

The Terms of Reference (ToRs) of the NACC/WG/AGA TF are presented in **Appendix**.

Action:

Under Section 2

Strategic Objectives:

- Strategic Objective 1 – Safety
- Strategic Objective 2 – Air Navigation Capacity and Efficiency

1. Introduction

1.1 The Seventh North American, Central American and Caribbean Working Group Meeting (NACC/WG/7), in 2022, decided to create the AGA Task Force (AGA TF) according to *Conclusion C/11*, for the coordination, preparation and implementation of projects, activities and development of guidance material in the region and with the objective to increase safety, capacity and efficiency of air navigation in the Aerodromes and Ground Aids area.

1.2 In addition, NACC/WG/7 Conclusion C/11 established that the AGA TF must develop its ToRs to be presented at the NACC/WG/08 meeting in 2023.

1.3 Therefore, the NACC/WG/AGA TF ToRs are presented in the Appendix.

2. Suggested Action

2.1 The Meeting is invited to:

Approve the NACC/WG/AGA TF ToRs as presented in the Appendix.

APPENDIX

AGA TASK FORCE (NACC/WG/AGA) TERMS OF REFERENCE (ToRs)

1. BACKGROUND

In the Seventh North American, Central American and Caribbean Working Group Meeting (NACC/WG/7), held at the ICAO NACC Regional Office in Mexico City, Mexico, in August 2022, the AGA Task Force (NACC/WG/AGA) was approved to support the projects and activities of the NACC/WG in the AGA area according to the NACC/WG/07 meeting final report.

2. OBJECTIVE

The NACC/WG/AGA, which is part of the North American, Central American, and Caribbean Working Group (NACC/WG), is the mechanism of coordination, elaboration and implementation of projects, activities and development of guidance material in the region aiming to increase safety, capacity, and efficiency in air navigation in the Aerodromes and Ground Aids area.

3. GENERAL FUNCTIONS

The NACC/WG/AGA functions are the following:

1. To promote the development of guidance and orientation material in the AGA area, in order to support States not complying with the Universal Safety Oversight Audit Programme – Continuous Monitoring Approach (USOAP-CMA) Protocol Questions;
2. To promote the implementation of the CAR/SAM Planning and Implementation Regional Group (GREPECAS) Aerodromes Projects F1, F2, and F3, the Regional Aviation Safety Group – Pan America (RASG-PA) Projects, and other AGA area topics defined by NACC/WG/AGA members;
3. To promote in the AGA area initiatives to increase safety, environment efficiency, and/or operational capacity of the Air Navigation Services (ANS);
4. To promote the implementation of services identified in the NAM/CAR Air Navigation Plans in the AGA area, and in the Global Air Navigation Plan (GANP – Doc 9750) and in any other relevant regional documentation related to AGA, complying with the corresponding ICAO Standards and Recommended Practices (SARPs), in support to the implementation initiatives related with the ICAO strategic objectives;
5. Share data and information on the situation and implementation initiatives among States, Territories, and International Organizations to improve safety, capacity, and navigation efficiency in the AGA area, mainly those related to GREPECAS and RASG-PA projects;
6. To promote a close cooperation among States, Territories, users, and International Organizations to optimize the use of experience and available resources avoiding work duplication;
7. To coordinate indicators and performance targets, deadlines, persons responsible of the execution and results;

8. To develop and implement a work programme in accordance with the NACC/WG guidelines in the AGA area;
9. To coordinate the tasks with the NACC/WG, as well as to coordinate regional information to support the Groups’ activities; and
10. To efficiently lead activities with a minimum of formality and documentation, using electronic tools (teleconferences, email, etc.) and telephone calls to ensure exchange of information when required.

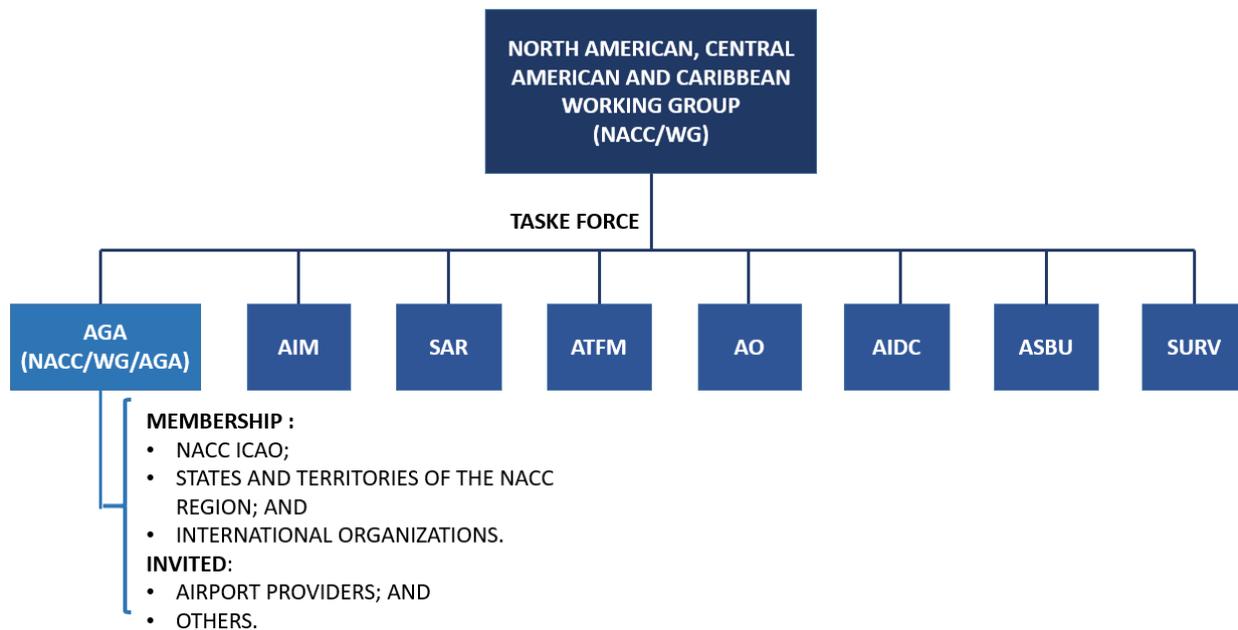
4. MEMBERSHIP

All ICAO States and Territories accredited to the NACC Regional Office and International Organizations. Other stakeholders in the NAM/CAR Region are encouraged to actively participate.

In the cases in which the State and Territory agree, the airport services providers in the NAM/CAR region will be able to participate as guests.

States, Territories, and International Organizations that nominate members for the NACC/WG/AGA will have to provide support will have to have the appropriate authority to make decisions on behalf of the institution they represent.

The NACC/WG/AGA will coordinate and work together with other groups and projects as shown below:



5. WORKING METHODS

The NACC/WG/AGA Members will coordinate work as follows:

1. The Rapporteur and the alternate Rapporteur will be a State/Territory representative for a period of three years, extensible.
2. Face-to-face meetings, according to the regional programme and work planning. Depending to the need and considering the available technological tools or other mechanism.
3. The ICAO NACC Regional Office will act as the Secretariat of the NACC/WG/AGA and will convene Members with a minimum anticipation of three months before holding the face-to-face meeting, or with at least one month before carrying out the virtual meeting.
4. Any Member State, Territory, or International Organization may offer, at any time, if the meeting is face-to-face, to host a NACC/WG/AGA Meeting.
5. Follow-up will be carried out through calls between Members and the Secretariat to follow-up on the work programme and monitor indicators for the regional air implementation of projects and activities; and
6. The years in which an annual face-to-face meeting is not held, the NACC/WG/AGA will hold a virtual meeting to monitor the work programme.

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