



ICAO

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

WORKING PAPER

NAM/CAR/CATC/WG/7 — WP/02

05/06/23

**Seventh NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/7)**

ICAO NACC Regional Office, Mexico City, Mexico, 19 to 21 June 2023

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**Agenda Item 2: Follow-up on Valid Conclusions and Decisions from previous Meetings**

**STATUS OF OUTSTANDING CONCLUSIONS AND DECISIONS**

(Presented by the Secretariat)

<b>EXECUTIVE SUMMARY</b>	
This working paper presents the status of the valid Conclusions and Decisions from previous meetings of the NAM/CAR Civil Aviation Training Centres Working Group.	
<b>Action:</b>	Presented in paragraph 2.
<b>Strategic Objectives:</b>	<ul style="list-style-type: none"><li>• Safety</li><li>• Air Navigation Capacity and Efficiency</li><li>• Security &amp; Facilitation</li><li>• Economic Development of Air Transport</li><li>• Environmental Protection</li></ul>
<b>References:</b>	<ul style="list-style-type: none"><li>• Final Report of the Sixth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/6), ICAO NACC Regional Office in Mexico City, Mexico, from 22 to 24 November 2022.</li></ul>

**1. Introduction**

1.1 For the reference of the Meeting, the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG) records its activities as Draft Conclusions and Decisions as follows:

**Draft**

**Conclusions:** Activities requiring endorsement by the Directors of Civil Aviation of North America, Central America and Caribbean (NACC/DCA).

**Decisions:** Internal activities of the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG).

1.2 The status and follow-up remarks for Draft Conclusions and Decisions is the result of a review by the Secretariat based on information available. The status for each Conclusion and Decision is designated as valid, completed or superseded.

1.3 As a result of the review of conclusions and decisions of previous meetings made by the Sixth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/6), the meeting considered that all previous valid conclusions had been completed or superseded. This working paper presents in **Appendix** the conclusions and decisions valid from the NAM/CAR/CATC/WG/6.

1.4 The Meeting is hereby requested to analyse and take the necessary action to comply with the abovementioned conclusions.

**2. Suggested Action**

2.1 The Meeting is invited to review and take action on the valid conclusions and decisions of the NAM/CAR/CATC/WG/6.

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**STATUS AND FOLLOW-UP OF THE OUTSTANDING CONCLUSIONS (C) AND DECISIONS (D)  
OF THE NAM/CAR CIVIL AVIATION TRAINING CENTRES WORKING GROUP MEETING**

C/D No.	Title of Conclusion/Decision	Text of Conclusion/Decision	Follow-up and Remarks	Responsibility	Deliverable	Target Completion Date	Status (Valid, Completed, Superseded)
D 6/1	<b>EXCHANGE OF TRAINING INFORMATION AMONG TRAINING CENTRES TASK FORCE</b>	That, in order to enhance the sustainable training provision and the continuous regional collaboration on training support, NAM/CAR/CATC/WG decides to create by 3 March 2023, an Exchange of Training Information among Training Centres Task Force, as a means to pave the way to the development of an improved scheme of interaction between training centres, as per the Terms of Reference included in Appendix B to the Report; and considering the analysis of Conclusions CATC/WG/C/3/1; CATC/WG/C/ 5/2; CATC/WG/C/5/3; and NACC/DCA/10/08	The NAM/CAR/CATC/WG/7 will discuss the work carried out by the Task Force under Agenda Item 3	NAM/CAR Training Centres and NAM/CAR/CATC/WG	a) a proposal detailing what training-related information should be provided by Group members for subsequent publication on the internet; b) the layout through which the information should be displayed on the Internet; c) a proposal detailing the mechanisms to ensure that published information remains up-to-date; d) determination of whether there is a demand for the deployment of an Advanced Masters course on Aviation Safety Management; and e) a list of training needs from civil aviation authorities and industry identified in the NAM/CAR Regions.	NAM/CAR/CATC/WG/7	Valid

C/D No.	Title of Conclusion/Decision	Text of Conclusion/Decision	Follow-up and Remarks	Responsibility	Deliverable	Target Completion Date	Status (Valid, Completed, Superseded)
D 6/2	<b>DESIGN OF CONTINGENCY MEASURES TASK FORCE</b>	That, in order to enhance the performance of the Training Centres in the NAM/CAR Regions, learning from the COVID-19 Pandemic affectations and for the sustainability of the training services, the NAM/CAR/CATC/WG decide to create the Design of Contingency Measures Task Force by 15 March 2023, as per the Terms of Reference included in Appendix C to the Report; and develop a response to Conclusion NACC/DCA/10/2.	The NAM/CAR/CATC/WG/7 will discuss the work carried out by the Task Force under Agenda Item 4	NAM/CAR Training Centres and NAM/CAR/CATC/WG	a) a template to be used in the collection of the lessons learned by the OCACs during the fight against the COVID-19 pandemic; and b) a list of the essential aspects to be considered by the OCACs in the development of their contingency plans. Taking into account the list mentioned in b) above, the NAM/CAR/CATC/WG shall: a) design contingency measures to their organizations; and b) inform the NAM/CAR/CATC/WG of the resources of any nature (i.e. physical, instructional, etc.) that may be made available by them to support another member during a crisis.	NAM/CAR/CATC/WG/7	Valid
C 6/3	<b>APPROVAL OF THE NAM/CAR/CATC/WG ToRs</b>	That, in order to benefit from synergies stemmed from the diversity of the composition of the Group, States approve the new ToRs presented in Appendix D.	The ToRs were approved under letter Ref. NT-NS2-21 – E.OSG-NACC96409 dated 24 February 2023	NAM/CAR Training Centres and NAM/CAR/CATC/WG	ToRs	10 March 2023	Completed
D 6/4	<b>WORK PROGRAMME AND ROADMAP PROPOSALS</b>	That, in order to guide the activities in search of more synergy and efficiency of the NAM/CAR/CATC/WG, the Rapporteur and Vice-Rapporteur, with the support of the Task Forces Rapporteurs (Exchange and Design – Decisions NAM/CAR/CATC/WG/6/1 and NAM/CAR/CATC/WG/6/2 refer), prepare a draft work programme by 5 May 2023, to be discussed and consolidated during the NAM/CAR/CATC/WG/7 Meeting and then delivered to the NACC/DCA/11.	The Rapporteur will present the draft work programme under Agenda Item 5	NAM/CAR Training Centres and NAM/CAR/CATC/WG	Draft Work Programme	NAM/CAR/CATC/WG/7	Valid