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Civil Aviation  
Organization

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Международная  
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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

When replying please quote:

Ref.: NT-NE30-2 — **E.OSG-NACC97909**

19 June 2023

To: States, Territories and International Organizations

Subject: **Invitation –  
Twelfth Eastern Caribbean Network Technical Group (E/CAR/NTG/12) and  
Tenth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/10)  
Meetings (Miami, United States, 24-25 July 2023)  
and  
Seventh Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/7)  
Meeting (Miami, United States, 26-28 July 2023)**

Action

Required: 1) Transmittal of additional items to the Provisional Agendas by **2 July 2023**;  
2) Submission of documentation by the deadlines provided in this letter;  
3) Register participation by **15 July 2023**.

Dear Sir/Madam,

On behalf of the rapporteurs of the Eastern Caribbean Network Technical Group (E/CAR/NTG) and the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG), Mr. Steve Saroop and Ms. Shenneth Phillips respectively, I wish to invite your Administration/Organization to participate in the Twelfth Eastern Caribbean Network Technical Group (E/CAR/NTG/12), Tenth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/10) and Seventh Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/7) to be convened at the IATA Americas Regional Office, located at 703 Waterford Way (NW 62nd Avenue), Suite 600, 33126 Miami, FL, United States (Meeting Rooms MIA 1 and 2), from 24 to 28 July 2023.

The participation of the E/CAR/NTG, E/CAR/RD Ad hoc Group and E/CAR/CATG Technical Group is expected, as well as personnel responsible for regional air navigation projects.

The Provisional Agenda for the E/CAR/NTG/12 and E/CAR/RD/10 Meetings is at **Appendix A**, and the Provisional Agenda for the E/CAR/CATG/7 Meeting at **Appendix B**. The Provisional Schedule for all the meetings is at **Appendix C**, States wishing to submit proposals for the addition of items to any of the provisional agendas should do so by **10 July 2023**.

We would appreciate confirmation of your participation by **15 July 2023** by registering here: <https://forms.office.com/r/L55SdMkZX1>

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The following hotels are suggested as they are close to the venue:

- [SpringHill Suites](#) By Marriott Miami Airport South Blue Lagoon  
6700 NW 7th Street – Miami FL 33126 Tel: +1(305) 265 0144  
\* Jessica Machado ([Jessica.machado@marriott.com](mailto:Jessica.machado@marriott.com))
- [Hilton Miami Airport South Blue Lagoon](#)  
5560e Lagoon Drive- Miami FL33126 Tel: 1(305) 567 2599  
\* Mrs. Gladys Esquenazi ([Gladys.esquenazi@baywoodhotels.com](mailto:Gladys.esquenazi@baywoodhotels.com))
- [Pullman Miami Airport](#)  
5800 Blue Lagoon Drive – Miami FL 33126 Tel: +1(305)264-4888
- [Hilton Miami Airport](#)  
5101 Blue Lagoon Drive – Miami FL 33126 Tel: +1(305)265-3829/305 262 1000
- [Cambria Hotel Miami Airport – Blue Lagoon](#)  
6750 NW 7th Street – Miami FL 33126 Tel: +1(305)261-9899/786 6235113
- [Sheraton Miami Airport](#)  
3900 NW 21st Street – Miami FL 33142 Tel: +1(305)870-8103/8713800

All meetings 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 by **15 July 2023** 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. The deadline to receive papers is **15 July 2023**

If you require any further information regarding the event, please contact please contact the Group Rapporteurs, Mr. Steve Saroop, ([ssaroop@caa.gov.tt](mailto:ssaroop@caa.gov.tt)) and Ms. Shenneth Phillips, ([shenneth.phillips@ab.gov.ag](mailto:shenneth.phillips@ab.gov.ag)) and/or Mrs. Mayda Ávila, Regional Officer, Communications, Navigation and Surveillance to the following e-mail [nacc-cns@icao.int](mailto:nacc-cns@icao.int).

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



Julio César Siu  
Acting Regional Director  
North American, Central American and  
Caribbean (NACC) Regional Office

**Enclosure:**

*A – E/CAR/NTG/12 and E/CAR/RD/10 Provisional Agenda; B – E/CAR/CATG/7 Provisional Agenda; C – Schedule; D - E/CAR/NTG/12 and E/CAR/RD/10 Working Paper template; E – E/CAR/NTG/12 and E/CAR/RD/10 Information Paper template; F – E/CAR/NTG/12 and E/CAR/RD/10 Appendix template G - E/CAR/CATG/7 Working Paper template; H – E/CAR/CATG/7 Information Paper template; I – E/CAR/CATG/7 Appendix template*



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**Twelfth Eastern Caribbean Network Technical Group (E/CAR/NTG/12) and Tenth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/10) Meetings**  
Miami, United States, 24 - 25 July 2023

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**APPENDIX A  
PROVISIONAL AGENDA**

- Agenda Item 1: Approval of the Agenda, Working Method, and Schedule of the Meetings**
- Agenda Item 2: Review of E/CAR/NTG and E/CAR/RD and Other Meetings Valid Conclusions**
- 2.1 Follow-up on E/CAR/NTG and E/CAR/RD's Valid Conclusions and Decisions**
  - 2.2 Follow-up on North American, Central American and Caribbean Working Group (NACC/WG), North American, Central American and Caribbean Working Group Rapporteurs (NACC/WG/RAP) and CAR/SAM Planning and Implementation Regional Group (GREPECAS) Valid Conclusions and Decisions**
- Agenda Item 3: Operation and Performance of the E/CAR Aeronautical Fixed Services (AFS) Network**
- 3.1 Network Performance and General Aspects**
  - 3.2 E/CAR Network Interconnections and Integration**
  - 3.3 Global Air Navigation Plan (ANP) Elements Implementation Group**
- Agenda Item 4: Surveillance Sharing Activities**
- 4.1 Surveillance/Automatic Dependent Surveillance – Broadcast (ADS B)/Multilateration (MLAT) Developments/Updates**
  - 4.2 E/CAR Surveillance Data Coverage Status (Radar Data Display and E/CAR needs)**
- Agenda Item 5: Update of E/CAR/NTG and E/CAR/RD Terms of Reference and Work Programme**
- 5.1 Integration of E/CAR/NTG and E/CAR/RD under the NACC/WG**
  - 5.2 Update of Terms of Reference (ToRs)**
- Agenda Item 6: Other Business**
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**PROVISIONAL AGENDA  
EXPLANATORY NOTES**

**Agenda Item 1: Approval of the Agenda, Working Method, and Schedule of the Meetings**

Under this Agenda Item, the agenda, schedule, and work modality will be reviewed and adopted.

**Agenda Item 2: Review of E/CAR/NTG and E/CAR/RD and Other Meetings Valid Conclusions**

Under this Agenda Item, the decisions and conclusions implementation status of other meetings that impact the work of the E/CAR work will be followed up, and the implementation status of regional air navigation services will be reviewed.

**Agenda Item 3: Operation and Performance of the E/CAR Aeronautical Fixed Services (AFS) Network**

Under this Agenda Item, the Meeting will review the status and operational implementation of the E/CAR network, its integration under the Caribbean Air Navigation Services Network (CANSNET) network and its integration in the group under the Global Air Navigation Plan (GANP) work activities.

**Agenda Item 4: Surveillance Sharing Activities**

Under this agenda item, the Meeting will review the implementation of the Automatic dependent surveillance - broadcast (ADS-B) for the PIARCO Flight Information Region (FIR), new projects under development in the Antigua and Barbuda and the status of the other surveillance facilities. Moreover, the future implementation according to the Global Air Navigation Plan related to the Surveillance Aviation System Block Upgrade (ASBU) elements will be evaluated.

**Agenda Item 5: Update of E/CAR/NTG and E/CAR/RD Terms of Reference (ToRs) and Work Programme**

Under this Agenda Item the meeting will discuss the integration of the Groups under the NACC/WG, and will update the ToRs and its Action Plan in accordance with the new regional objectives. Moreover the development of the electronic Air Navigation Plan (e-ANP) Volume III and of the States National Navigation Plan will be addressed. Both Groups will integrate the new activities under their Action Plan.

**Agenda Item 6: Other Business**

Under this Agenda item, any additional items proposed by participants will be discussed.



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**Seventh Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/7) Meeting**  
Miami, United States, 26 to 28 July 2023

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**APPENDIX B**  
**PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda, Working Method and Schedule**
- Agenda Item 2: Review and follow-up to Conclusions/Decisions of E/CAR/CATG/5, NACC/WG and GREPECAS**
- 2.1 Review and follow-up to Valid Conclusions/Decisions of the E/CAR/CATG**
  - 2.2 Follow on Valid Conclusion and Decision of the NACC/WG, NACC/WG/RAP and GREPECAS**
- Agenda Item 3: Air Navigation Matters**
- 3.1 Global/Regional Air Navigation Developments**
  - 3.2 New version of the Global Air Navigation Plan (GANP), 7<sup>th</sup> Edition**
  - 3.3 Status of Air Navigation Services (ANS) implementation in the E/CAR States**
- Agenda Item 4: Follow-up of the Activities of the NACC/WG Task Forces**
- 4.1 Progress reports of the AIM, AGA, ATM, CNS, MET and SAR Committees**
  - 4.2 E/CAR/NTG and E/CAR/RD Ad hoc Group Reports**
- Agenda Item 5: Other Business**
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**PROVISIONAL AGENDA  
EXPLANATORY NOTES**

**Agenda Item 1: Adoption of the Provisional Agenda, Working Method and Schedule**

Under this agenda item, the Meeting will review the agenda, working method and schedule, and adopt them. The objectives and overall expectations of the meeting will be presented.

**Agenda Item 2: Review and follow-up to Conclusions/Decisions of E/CAR/CATG/5, NACC/WG and GREPECAS**

Under this Agenda Item, the implementation status of Decisions and Conclusions of other meetings that impact the work of the E/CAR work will be followed up, and the implementation status of regional Air Navigation Services (ANS) will be reviewed.

**Agenda Item 3: Air Navigation Matters**

Under this Agenda Item, the different E/CAR Committee will review the impact of the new version of the Global Air Navigation Plan (GANP) in their work, to support the evaluation of the Air Navigation Implementation Status in the Eastern Caribbean States.

**Agenda Item 4: Follow-up of the Activities of the NACC/WG Task Forces**

Under this Agenda Item the integration of the Sub-Groups under the NACC/WG will be discussed, Terms of reference (ToRs) update and the Group Action Plan must be updated in line with the new regional objectives, the development of the Electronic Air Navigation Plan (e-ANP) Vol. III and development of the States National Navigation Plan. Both Groups will be integrated under their action plan new activities.

**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.

**APPENDIX C  
PROVISIONAL SCHEDULE**

<b>Time</b>	<b>Monday 24 July</b>	<b>Tuesday 25 July</b>	<b>Wednesday 26 July</b>	<b>Thursday 27 July</b>	<b>Friday 28 July</b>
	<b>Twelfth Eastern Caribbean Network Technical Group (E/CAR/NTG/12) and Tenth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/10) Meetings</b>		<b>Seventh Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/7) Meeting</b>		
<b>08:30–09:00</b>	<i>Opening Ceremony &amp; Photo</i>		<i>Opening Ceremony &amp; Photo</i>		
<b>09:00–09:30</b>	Agenda Item 1	Agenda Item 4	Agenda Item 1	Agenda Item 3 (Cont.)	Agenda Item 5
<b>09:30–10:30</b>	Agenda Item 2		Agenda Item 2	Agenda Item 4	
<b>10:30–11:00</b>	<i>Coffee break</i>				
<b>11:00–12:30</b>	Agenda Item 2 (Cont.)	Agenda Item 5	Agenda Item 3	Agenda Item 4 (Cont.)	Closing
<b>11:30–12:00</b>					
<b>12:00–12:30</b>					
<b>12:30–13:30</b>	<i>Lunch time</i>				
<b>13:30–15:00</b>	Agenda Item 3	Agenda Item 6	Agenda Item 3 (Cont.)	Agenda Item 4 (Cont.)	



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WORKING PAPER

E/CAR/NTG/12 & E/CAR/RD/10 — WP/\*\*

\*\*/\*\*/23

**Twelfth Eastern Caribbean Network Technical Group (E/CAR/NTG/12) and Tenth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/10) Meetings**

Miami, United States, 24-25 July 2023

**Agenda Item \*:**

**TITLE OF WORKING PAPER**

(Presented by \*\*\*)

<b>EXECUTIVE SUMMARY</b>	
Insert brief summary of the working paper.	
<b>Action:</b>	Insert action required.
<i>Strategic Objectives:</i>	<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>
<i>References:</i>	<ul style="list-style-type: none"> <li>• ***</li> </ul>

**1. Introduction**

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INFORMATION PAPER

E/CAR/NTG/12 & E/CAR/RD/10 —

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**Twelfth Eastern Caribbean Network Technical Group (E/CAR/NTG/12) and Tenth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/10) Meetings**  
Miami, United States, 24-25 July 2023

**Agenda Item \*:**

**TITLE OF INFORMATION PAPER**

(Presented by \*\*\*)

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<i>References:</i>	<ul style="list-style-type: none"><li>• ***</li></ul>

**1. Introduction**

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WORKING PAPER

E/CAR/CATG/7 — WP/\*\*  
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**Seventh Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/7) Meeting**  
Miami, United States, 26-28 July 2023

**Agenda Item \*:**

**TITLE OF WORKING PAPER**

(Presented by \*\*\*)

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**1. Introduction**

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INFORMATION PAPER

E/CAR/CATG/7 — IP/\*\*  
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**Seventh Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/7) Meeting**  
Miami, United States, 26-28 July 2023

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**1. Introduction**

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