



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-NE57, NS2-35 — **E.OSG-NACC96737**

3 April 2023

To: States, Territories and International Organizations

Subject: **Revised Invitation – Eleventh North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/11)**
Varadero, Cuba, 28-30 June 2023

Action

Required: 1) Transmittal of additional items to the Provisional Agenda by **23 April 2023**;
2) submission of documentation by the deadlines provided in this letter;
3) register participation by **16 June 2023**.

Dear Sir/Madam,

Further to my letter ref. E.OSG – NACC96142 dated 9 February 2023 on the dates of the aforementioned face-to-face meeting, I wish to invite your Administration/Organization to participate in the Eleventh North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/11) to be convened at the Meliá Internacional Varadero in Varadero, Cuba, from 28-30 June 2023, which will be hosted by Cuba.

Directors General of Civil Aviation Authorities of States and Territories of the ICAO NAM/CAR Regions, and representatives of invited international organizations are expected to attend. 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 **23 April 2023**.

We would appreciate confirmation of your participation by **16 June 2023** by registering here: <https://forms.office.com/r/Xvmq01J4Pf>

... / 2

The general information will be sent at a later date. Once this information is made available, participants are encouraged to make reservations directly with the hotel(s) in a timely manner. If you need local assistance, please contact Mrs. Rita García, meeting coordinator, using the email address: rita.garcia@iacc.avianet.cu

All meeting documentation will be placed in the Meetings Section of the following web page: [NACC/DCA/11 \(icao.int\)](http://NACC/DCA/11(icao.int)) 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/event should be forwarded to this office by e-mail as soon as practicable in Microsoft Word 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 **14 May 2023**, 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 **9 June 2023**. 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).

I am also pleased to inform that before the meeting, 27 June 2023 be dedicated to a High-Level Workshop on Civil Aviation Master Plans (CAMP) and Environment. Related information will be sent shortly.

Furthermore, I am pleased to inform that each MCAAP Focal Point¹ of RLA09801 Project Members that is up-to-date with its Project contributions may apply for a fellowship to attend the Tenth Meeting of the RLA09801 Multi-Regional Civil Aviation Assistance Programme (MCAAP) Project Steering Committee (RLA09801 PSC/10) on 29 June 2023. A specific State invitation will be submitted shortly. The fellowship includes Daily Subsistence Allowance (DSA) to cover lodging and per diem. Your Administration shall provide the candidate with the air ticket to/from Varadero, Cuba, and ensure that the candidate has the necessary travel documents, vaccinations, and visa prior to departure. The duly completed Fellowship Nomination Form must be received in this Regional Office by **15 May 2023**. In case you have any questions regarding this fellowship, please contact Ms. Claudia López, Technical Cooperation Associate at the following e-mail address: nacc-tc@icao.int.

.../3

¹ **RLA09801 Project Members** are: Bahamas, Barbados, Canada, Cuba, Curaçao, Dominican Republic, Haiti, Jamaica, Mexico, OECS States through ECCAA (Antigua and Barbuda, Grenada, Saint Kitts and Nevis, Saint Lucia and Saint Vincent and the Grenadines), Trinidad and Tobago and Central American States through COCESNA (Belize, Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua).

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If you require any further information regarding the meeting, please contact Mr. Julio Siu, Acting Regional Director or Mrs. Claudia Riva-Palacio, Assistant to the Regional Director at nacc-gen@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: *As indicated*

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**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**

 - Agenda Item 2: Follow-up on the NACC/DCA Meeting Valid Conclusions and Decisions**

 - Agenda Item 3: 2022-2023 NACC Regional Office Performance and Accountability Report to the States**

 - Agenda Item 4: NAM/CAR Regional Safety/Air Navigation Implementation**
 - 4.1 Safety Implementation Matters**
 - 4.2 Air Navigation Implementation Matters**

 - Agenda Item 5: NAM/CAR Regional Aviation Security/Facilitation Implementation**

 - Agenda Item 6: Enhancements to Air Transport in the Region**

 - Agenda Item 7: Promotion and Implementation of Regional Actions for Environmental Protection**

 - Agenda Item 8: Ratification of International Air Law Instruments**

 - Agenda Item 9: 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 elect a Chairperson and will review and adopt the agenda and schedule. The objectives and overall expectations of the meeting will be presented.

Agenda Item 2: Follow-up on the NACC/DCA Meeting Valid Conclusions and Decisions

Under this agenda item, the Meeting will follow-up on valid NACC/DCA conclusions and decisions, highlighting their impact on the States' and region's aviation safety, air navigation and security implementation.

Agenda Item 3: 2022-2023 NACC Regional Office Performance and Accountability Report to the States

The Secretariat will provide the 2022-2023 Accountability Report of the NACC Regional Office as follows:

- a) Analysis and status of the Effective Implementation (EI) of the States' safety oversight systems [in relation with the ICAO Universal Safety Oversight Audit Programme (USOAP) Continuous Monitoring Approach (CMA)]
- b) Analysis and status of Universal Security Audit Programme (USAP) EI in the NAM/CAR Regions
- c) Initial presentation of the progress of Projects and initiatives in support of implementation
- d) ICAO outreach for government and non-government third parties funding to support State/region's aviation development
- e) The sustainability of the NACC SAP for the States and regional achievements

The Secretariat will also present the Systemic Assistance Programme (SAP) implemented enhancements and an initial assessment of the impact of the latter.

Under this agenda item, States are invited to share their experience/benefits and impact of assistance of the ICAO NACC SAP. The sustainability framework for States to maintain their EI level to comply with ICAO Standards and Recommended Practices (SARPs) will be discussed.

Agenda Item 4: NAM/CAR Regional Safety/Air Navigation Implementation

Under this agenda item, discussions on key topics of the aforementioned fields will be organized to allow the Meeting to align views, clarify implementation matters and share common best practices. Among those matters: progress activities of the Regional Aviation Safety Group—Pan America (RASG-PA) and of the CAR/SAM Planning and Implementation Regional Group (GREPECAS), and the results of their plenary meetings of 2022, the progress of the State Safety Programmes (SSP) implementation activities; the progress of the implementation of the NAM/CAR Regional Aviation Safety Plan (RASP) and Air Navigation Plan (ANP); updates of the Implementation Groups; and progress on emergent matters such as Unmanned aircraft systems/Remote Piloted Aircraft System (UAS/RPAS) and cybersecurity/resilience.

Discussions will include A41 recommendations as well as a broader explanation of the implementation status as per the NACC Dashboards. Ideas will be updated and exchanged on the progress of safety and air navigation Projects/initiatives. Likewise, the Meeting will be informed on the implementation groups (North American, Central American and Caribbean Working Group (NACC/WG), Eastern Caribbean Working Group (E/CAR/WG), MEVA, etc.) and the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG).

Agenda Item 5: NAM/CAR Regional Aviation Security/Facilitation Implementation

Under this agenda item, discussions on key topics of the aforementioned fields will be held to allow the Meeting to align views, clarify implementation matters and share best practices. Among those matters: ICAO/LACAC NAM/CAR and SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) enhancements and actions, changes to the work programme of the Regional Group as per A41 recommendations, the new assistance and support approach for the States, and a broader explanation of the implementation status as per the NACC dashboards. The progress of the AVSEC/FAL projects and initiatives will be updated and ideas will be exchanged on the topic. Moreover, the Meeting will be informed on the implementation groups (Central American experts group and Eastern Caribbean (E/CAR) national coordination, etc.), as well as on updates to the Aviation Security Training Centres (ASTCs), and cyber security matters.

Agenda Item 6: Enhancements to Air Transport in the Region

Under this agenda Item, the latest air transport matters will be discussed, including statistics and air transport agreements, and A41 recommendation. The Meeting will review the progress of the initiatives on air cargo, the governance recommendation of the OECD assessment, the Pan-American Air Transport Agreement and will discuss and exchange experiences on other air transport development matters. A discussion panel will be proposed on regional air transport enhancements with experiences from the sub-regions such as Central America, the Caribbean, and practical improvements to define a work plan among the States to implement said enhancements

Agenda Item 7: Environmental Protection Matters

Under this agenda Item, the latest matters on aviation and environmental protection will be discussed, including the Long-Term Global Aspirational Goals (LTAGs), the A41 recommendations, the Carbon Offsetting Scheme for International Aviation (CORSIA), the States' Action Plans on CO2 emissions reduction activities, the environmental assistance and capacity building projects, and the State's/region's implementation status. Views will be exchanged on the implementation of ICAO's assistance, Capacity-building and Training for Sustainable Aviation Fuels Programme (ACT-SAF) and the actions to follow to achieve these environment goals.

Agenda Item 8: Ratification of International Air Law Instruments

Under this Agenda Item, the status of ratification of the air law instruments will be reviewed, and missing aspects for this ratification will be discussed.

Agenda Item 9: Other Business

Under this agenda Item, other matters will be discussed, such as the Outstanding State Contributions to ICAO, the next NACC/DCA venue and dates, recognition to Civil Aviation Authorities Directors General and to SAP "Champion States", and other matters as the Meeting may suggest.

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