



ICAO

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

WORKING PAPER

NCMC/6 — WP/01

28/11/23

**Sixth NAM/CAR Regional Meeting for National Continuous Monitoring Coordinators (NCMC/6)**

Mexico City, Mexico, 14 – 15 December 2023

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

**PROVISIONAL AGENDA AND SCHEDULE**

(Presented by the Secretariat)

<b>EXECUTIVE SUMMARY</b>	
This working paper presents to the Meeting the Provisional Agenda and Schedule shown in <b>Appendices A and B</b> respectively.	
<b>Action:</b>	Actions are described in Section 2.
<i>Strategic Objectives:</i>	<ul style="list-style-type: none"><li>• Strategic Objective 1 – Safety</li><li>• Strategic Objective 2 – Air Navigation Capacity and Efficiency</li></ul>

**1. Introduction**

1.1 The Provisional Agenda and the Schedule proposed for consideration and approval by the Meeting, are presented in Appendix A and Appendix B respectively.

**2. Suggested actions**

2.1 The Meeting is invited to consider and approve the revised Provisional Agenda presented in Appendix A, and the schedule proposed in Appendix B

-----



**ICAO**

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

---

**Sixth NAM/CAR Regional Meeting for National Continuous Monitoring Coordinators  
(NCCM/WG/6)**

Mexico City, Mexico, 14 – 15 December 2023

---

**APPENDIX B  
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**
- Agenda Item 2: Discussion on the results of the surveys, work done and scheduled for the immediate future**
- Agenda Item 3: Presentation of the update of procedures of the Systemic Assistance Program (SAP) of the NACC Regional Office**
- Agenda Item 4: Progress of the State Safety Oversight System (SOS) Improvement Project**
- Agenda Item 5: Presentation of the methodology for conducting risk-based surveillance (Mexico)**
- Agenda Item 6: Presentation of the 2024 Tentative Work Programme**
- Agenda Item 7: Other Business**

-----

**PROVISIONAL AGENDA  
EXPLANATORY NOTES**

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

Under this agenda item, the new NCMC/WG Rapporteurs will introduce themselves and the Meeting review and adopt the provisional agenda and schedule. The objectives and overall expectations of the meeting will be presented.

**Agenda Item 2: Discussion on the results of the surveys, work done and scheduled for the immediate future**

Under this agenda item, the Meeting will follow up on the previous conclusions/decisions of the NCMC/WG and the Directors General mandates, as well as the results of the survey sent to the States. These results mainly point to the lack of personnel in the authorities, lack of training in general and lack of understanding and depth of the ICAO Protocol Questions (PQs) and the Online Framework (OLF).

The effectiveness and uses of the guides developed such as the Air Navigation Services (ANS) inspector manual guide will be analysed, the progress made in solving the issues identified in the survey and solution proposals/work to be carried out to address the most deficient or less compliant areas will be discussed.

**Agenda Item 3: Presentation of the update of procedures of the Systemic Assistance Programme (SAP) of the NACC Regional Office**

Under this agenda item, the new procedures of the NACC Systemic Assistance Programme (SAP) will be shown, which has been updated to streamline communication between the technical areas of the authorities and the Regional Office, systematically improving the support provided to the States, as part of the continuous improvement of the assistance provided by the NACC Regional Office.

The meeting will review the status of compliance shown through the RASG-PA and NACC Dashboards, as well as the latest annual report of the Regional Aviation Safety Group-Pan America (RASG-PA) related to Universal Safety Oversight Audit Programme (USOAP) topics.

**Agenda Item 4: Progress of the State Safety Oversight System (SOS) Improvement Project**

Under this item on the agenda, the progress made in the Safety Oversight System (SOS) Improvement Project and the preparation of the Cross Reference Document and Evaluation Tool (CRDET) will be shown, which will be used in the project to measure compliance with the ICAO Standards and Recommended Practices (SARPs) by the States, as well as future evaluations to be carried out in 2023.

**Agenda Item 5:            Presentation of the methodology for conducting risk-based surveillance (Mexico)**

Under this item on the agenda, Mexico will make a presentation of its methodology for conducting risk-based surveillance, the established criteria, the metrics related to said risk assessment, and the results obtained so far under said methodology.

**Agenda Item 6:            Presentation of the 2024 Tentative Work Programme**

Under this agenda item the 2024 Work Programme will be presented including working group meetings for the development of model instruction/training programme for the States and the improvement of the material for the USOAP-CMA Workshop.

**Agenda Item 7:            Other Business**

Under this agenda item, the Meeting will analyse any other matter than cannot be addressed under the previous agenda items.

-----

**APÉNDICE B  
PROVISIONAL SCHEDULE**

<b>Time</b>	<b>Thursday 14 December</b>	<b>Friday 15 December</b>
<b>08:30–09:00</b>	<i>Registration</i>	
<b>09:00–09:20</b>	<i>Opening Ceremony &amp; Group Photo</i>	Agenda Item 4
<b>09:20–9:45</b>	Agenda Item 1	
<b>09:45–10:30</b>	Agenda Item 2	Agenda Item 5
<b>10:30–10:45</b>	<i>Coffee break</i>	
<b>10:45–12:30</b>	Agenda Item 2 (cont.)	Agenda Item 6
<b>12:30–13:30</b>	<i>Lunch break</i>	
<b>13:30–14:30</b>	Agenda Item 3	Agenda Item 7
<b>14:30–15:00</b>		<b>Closure</b>

— END —