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Международная
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国际民用
航空组织

When replying please quote:

Ref.: NT- NE57-3 — **E.OSG-NACC97155**

2 June 2023

To: States, Territories and International Organizations

Subject: **Invitation – Fourth North American, Central American and Caribbean Working Group (NACC/WG) Search and Rescue (SAR) Implementation Task Force Meeting (NACC/WG/SAR/TF/4)**

ICAO NACC Regional Office, Mexico City, Mexico, 7 to 11 August 2023

Action

- Required:
- 1) Transmittal of additional items for discussion by **15 July 2023**;
 - 2) Submission of documentation by the deadlines provided in this letter;
 - 3) Register participation by **31 July 2023**.

Dear Sir/Madam,

Further to the supporting work on ICAO requirements implementation and the CAR Regional Search and Rescue Plan, I wish to invite your Administration/Organization to participate in the Fourth North American, Central American and Caribbean Working Group (NACC/WG) Search and Rescue (SAR) Implementation Task Force Meeting (NACC/WG/SAR/TF/4) to be held at the ICAO NACC Regional Office, Mexico City, from 7 to 11 August 2023, which will include a two-day Workshop on Basic Concepts for SAR Implementation from 7 to 8 August 2023.

The objectives of this meeting are: a) to review the GREPECAS Project on support for SAR implementation in the CAR/SAM Regions, and integrate it into the NACC/WG SAR/TF activities. It is expected to have an updated Work Programme as a deliverable result, which guides the SAR/TF activities in the coming years, b) Review of SAR issues of the CAR/SAM Regions Air Navigation Plan, and c) civic-military and maritime-aeronautical SAR coordination issues.

Representatives of State/Territories and regional entities related to surveillance and provision of SAR services of States and Territories of the ICAO NAM/CAR Regions and invited international organizations are expected to participate. The working languages 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 **15 July 2023**.

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We would appreciate confirmation of your participation by **31 July 2023** by registering here: <https://forms.office.com/r/ydEJd8HGfd>

The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the “*Visiting Our Office?*” Section of the ICAO NACC Regional Office website (http://www.icao.int/NACC/Pages/visitors_info.aspx). Participants are encouraged to make reservations directly with the hotel(s) in a timely manner.

All meeting 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 may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Word/PowerPoint format 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 **8 July 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 **22 July 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).

If you require any further information regarding the event, please contact Mr. Eddian Mendez, Regional Officer, Air Traffic Management/Search and Rescue, or his Assistant Mrs. Yolanda Terrazas, to the following e-mail: nacc-atm@icao.int.

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

A digital signature of Julio César Siu, consisting of a stylized cursive script in black ink. The signature is overlaid on a circular blue stamp that contains the ICAO logo and the text "Firma Digital" and "Digital Signature".

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

Enclosure:

*A – Provisional Agenda; B – Working Paper template;
C – Information Paper template; D – Appendix template*



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North American, Central American and Caribbean Office

Fourth North American, Central American and Caribbean Working Group (NACC/WG) Search and Rescue (SAR) Implementation Task Force Meeting (NACC/WG/SAR/TF/4)
ICAO NACC Regional Office, Mexico City, Mexico, 7 to 11 August 2023

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**
- Agenda Item 2: Search and Rescue (SAR) Global and Regional Affairs**
- 2.1 Follow up on valid SAR Conclusions/Decisions and Deficiencies
 - 2.2 Review of the Air Navigation Plan of the CAR/SAM Regions
 - 2.3 GREPECAS Project to support SAR implementation in the CAR/SAM Regions
- Agenda Item 3: SAR Coordination Affairs**
- 3.1 Follow up to the SAR Agreements of the CAR/SAM Regions
 - 3.2 Civil-military coordination in the provision of SAR Services
 - 3.3 Maritime and Aeronautical SAR coordination
- Agenda Item 4: Work Programme and Activities of the NACC/WG Search and Rescue (SAR) Implementation Task Force**
- 4.1 Follow up and update to the Work programme
 - 4.2 Approval of the Work Programme
- Agenda Item 5: Other Business**
- Workshop: Workshop on SAR Implementation Basic Concepts**
- a) Requirements of Annex 11 – *Air Traffic Services*
 - b) Requirements of Annex 12 – *Search and Rescue*
 - c) Principles for the establishment of the SAR system
 - d) SAR system components
 - e) Training and qualification required for SAR personnel
 - f) SAR system communications
 - g) Planning of search and rescue operations

**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

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

Agenda Item 2: Search and Rescue (SAR) Global and Regional Affairs

Under this agenda item, the work to document the lateral and vertical limits of the SAR regions of the CAR/SAM Regions will be reported. Additionally, information will be provided on the GREPECAS project to support SAR implementation in the CAR/SAM Regions, and actions will be taken for its compliance.

Agenda Item 3: SAR Coordination Affairs

The Meeting will follow up on SAR Agreements pending signature, will address issues of civil-military collaboration as well as aeronautics and maritime.

Agenda Item 4: Work Programme and Activities of the NACC/WG Search and Rescue (SAR) Implementation Task Force

The Meeting will follow up and update the Task Force Work Programme.

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.



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WORKING PAPER

NACC/WG/SAR/TF/4 — WP/**

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**Fourth NAM/CAR North American, Central American and Caribbean Working Group
Search and Rescue Implementation Task Force (NACC/WG/SAR/TF/4) Meeting
ICAO NACC Regional Office, Mexico City, Mexico, 9 to 11 August 2023**

Agenda Item *:

TITLE OF WORKING PAPER

(Presented by ***)

EXECUTIVE SUMMARY	
Insert brief summary of the working paper.	
Action:	Insert action required.
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Security & Facilitation• Economic Development of Air Transport• Environmental Protection
<i>References:</i>	<ul style="list-style-type: none">• ***

1. Introduction

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or

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INFORMATION PAPER

NACC/WG/SAR/TF/4 — IP/**

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**Fourth NAM/CAR North American, Central American and Caribbean Working Group
Search and Rescue Implementation Task Force (NACC/WG/SAR/TF/4) Meeting
ICAO NACC Regional Office, Mexico City, Mexico, 9 to 11 August 2023**

Agenda Item *:

TITLE OF INFORMATION PAPER

(Presented by ***)

EXECUTIVE SUMMARY	
Insert brief summary of the information paper.	
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Security & Facilitation• Economic Development of Air Transport• Environmental Protection
<i>References:</i>	<ul style="list-style-type: none">• ***

1. Introduction

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APPENDIX *
TITLE

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