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

Second North American, Central American and Caribbean Working Group (NACC/WG) Aerodromes and Ground Aids (AGA) Implementation Task Force Meeting (NACC/WG/AGA/TF/2)

Draft Report

Mexico City, Mexico, 15 to 17 May 2024

Prepared by the Secretariat

October 2024

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HISTORICAL

ii.1 Place and Date of the Meeting

The Second North American, Central American and Caribbean Working Group (NACC/WG) Aerodromes and Ground Aids (AGA) Implementation Task Force Meeting (NACC/WG/AGA/TF/2) Meeting was held at the ICAO NACC Regional Office in Mexico City, Mexico, from 15 to 17 May 2024.

ii.2 Opening Ceremony

Mr. Julio Siu, Deputy Regional Director of the North American, Central American and Caribbean (NACC) Office of the International Civil Aviation Organization (ICAO) provided opening remarks, highlighting the important role and collaboration of the group and its challenges concerning AGA implementation, welcomed the participants to the ICAO NACC Regional Office and officially opened the meeting.

ii.3 Officers of the Meeting

The NACC/WG/AGA/TF/2 Meeting was held with the participation of the Chairperson, Mr. Alberto Rodriguez, Airport Certification and Safety Specialist/Inspector from United States.

Mr. Rodriguez chaired the meeting plenary. Mrs. Fabiana Todesco, Regional Officer, Aerodromes and Ground Aids of the ICAO NACC Regional Office served as Secretary of the Meeting from the ICAO NACC Regional Office.

ii.4 Working Languages

The working languages of the Meeting were English and Spanish. The working papers, information papers and report of the meeting were available to participants in both languages. Presentations were available in the language provided.

ii.5 Schedule and Working Arrangements

It was agreed that the working hours for the sessions of the meeting would be from 09:00 to 15:30 hours daily with adequate breaks.

ii.6 Agenda

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

Agenda Item 2: **Approval of the AGA Programme Update**

Agenda Item 3: **Runway Safety Team (RST) Implementation under the Regional Aviation Safety Group – Pan America (RASG-PA)**

Agenda Item 4: **Global Reporting Format (GRF) Implementation — Reporting and Publishing of the New Aircraft Classification Rating – Pavement Classification Rating (ACR-PCR) Method**

Agenda Item 5: **CAR/SAM Planning and Implementation Regional Group (GREPECAS) Project F1: Aerodromes Certification and Safety**

Agenda Item 6: **GREPECAS Project F2: Aerodrome planning and Vol III of the Regional Air Navigation Plan**

Agenda Item 7: **GREPECAS Project F3: Airport Collaborative Decision Making (A-CDM) Implementation under GREPECAS**

Agenda Item 8: **Emergency Planning and Contingency**

Agenda Item 9: **Wildlife Hazard Management**

Agenda Item 10: **Other Business**

ii.7 Attendance

The Meeting was attended by 14 States from the NAM/CAR Regions, and 3 International Organizations totalling 48 delegates as indicated in the list of participants.

ii.8 Draft Conclusions and Decisions

The Meeting recorded its activities as Draft Conclusions and Decisions as follows:

DRAFT CONCLUSIONS: Activities requiring endorsement by the NACC/WG.

DECISIONS: Internal activities of the NACC/WG/AGA/TF.

ii.8 Draft Conclusions and Decisions

The Meeting recorded its activities as Draft Conclusions and Decisions as follows:

DRAFT CONCLUSIONS: Activities requiring endorsement by the NACC/WG.

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C/4	***Approval of the Terms of Reference of the GRF Project***	4-1
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DECISIONS: Internal activities of the NACC/WG/AGA/TF.

Number	Title	Page
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D/2	***New Activities for AGA Task Force Planning***	2-2
D/3	***Development of Monitoring Report for the AGA Programme***	2-3
D/5	***Approval of the Aerodromes Certification and Safety Project GANTT***	5-1

ii.9 Lista de notas de estudio, notas de información y presentaciones

Refiérase a Refiérase a la página de internet de la Reunión:
https://www.icao.int/NACC/Documents/Meetings/2024/AGATF2/WGAGATF2-NI01.pdf

WORKING PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
WP/01	1	Agenda and Schedule	30/04/24	Secretariat
WP/02	2	AGA Programme Update		Secretariat
WP/03	3	Report on the Status of Runway Safety Team (RST) Implementation Projects	08/05/24	Secretariat
WP/04	4	Global Reporting Format (GRF) Implementation in the CAR Region	14/05/24	Secretariat
WP/05	5	Aerodromes Certification and Safety	15/05/24	Secretariat
WP/06	6	Projects to support aerodrome planning and VOL III RANP	15/05/24	Secretariat
WP/07	6	Guidance Material – Airport Consultative Committees	16/05/24	Secretariat
WP/08	7	Airport Collaborative Decision Making (A-CDM) Implementation under GREPECAS	16/05/24	Secretariat
WP/09	8	Projects to Support Emergency Planning and Contingency	16/05/24	Secretariat

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
IP/01	--	List of Working, Information Papers and Presentations	15/05/24	Secretariat

PRESENTATIONS

Number	Agenda Item	Title	Presented by
1	3	Upcoming Training Course on Runway Safety and Runway Safety Teams (RST)	Secretariat
2	4	New Aircraft Classification Rating – Pavement Classification Rating (ACR – PCR) Method	ACI-LAC
3	4	GRF implementation process in Costa Rica	Costa Rica
4	5	Airport excellence (APEX) Programme	ACI-LAC

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
5	5	Aerodrome Safety Evaluation: A Comprehensive Guide for Airport Operators		Secretariat
6	5	Safety Supervision of Central America Aerodromes		COCESNA
7	5	Obstacles at Aerodromes Evaluation and Mitigation for Operations		Secretariat
8	6	How the ASBU elements of the GANP are Integrated in Airport Planning?		Secretariat
9	8	CAPSCA and Emergency Planning Overview		Secretariat
10	9	Wildlife Hazard Management		CARSAMPAF
11	10	Net Zero 2050" Target and the Airport Carbon Footprint Accreditation Program - ACA		ACI-LAC
12	10	Aeronautical Aerodrome Charts		Secretariat
13	10	Innovation and Emerging Technologies for Airports		Secretariat
14	6	Consultation Guidelines		IATA
15	2	AGA Task Force Overview		Secretariat

LIST OF PARTICIPANTS

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1. Marcus Evans {Virtual (V.)}

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4. Sandra Inglés (V.)

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12. Arturo Zamora Vargas (V.)
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31. Eduardo Bureos (V.)
32. Erika Villegas (V.)
33. Tito Ángeles Lumbreras
34. Rubén Omar Patiño Brito
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Agenda Item 1: Adoption of the Provisional Agenda and Schedule

1.1 The Secretariat presented WP/01 inviting the Meeting to approve the provisional agenda and schedule. The Meeting approved the agenda and schedule.

Agenda Item 2: Approval of the AGA Programme Update

2.1 Under P/15, the Secretariat presented an overview of the AGA Task Force (TF), including general information about the activities and projects of the AGA Programme, and the decisions and conclusions from the AGA/TF/01 and GREPECAS/21 meetings related to AGA. The main topics for discussion and analysis during the meeting were:

- identifying the main types of ICAO support needed in the AGA field.
- determining relevant webinar and/or training topics for 2024 and 2025.
- highlighting the primary challenges in the aerodrome certification process.
- discussing topics of interest for the next AGA/TF meeting.

2.2 Under WP/02, and P/15, the Secretariat presented the updated AGA Programme for approval. The updates were made to add new activities, update project dates and disseminate data from the regional AGA Dashboard. The AGA Programme consists of activities, projects, and initiatives in the AGA area to support States and Territories of the NAM and CAR Regions to meet the ICAO Strategic Objectives regarding safety and air navigation capacity and efficiency.

2.3 The Meeting approved the following decision:

<table>
<tr><td colspan="3">DECISION
NACC/WG/AGA/TF/2/01 APPROVAL OF THE AGA PROGRAMME UPDATE</td></tr>
<tr><td colspan="2">What:
That, to achieve implementation goals in the AGA area in the NAM/CAR Regions, the AGA Task Force approve the updated AGA Programme presented at Appendix A of the NACC/WG/AGA/TF/2 final report.</td><td>Expected impact:
☐ Political / Global
☐ Inter-regional
☐ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
In 2023, the First North American, Central American and Caribbean Working Group (NACC/WG) Aerodromes and Ground Aids (AGA) Implementation Task Force Meeting (NACC/WG/AGA/TF/1) approved the AGA Programme. Therefore, the initially-designed programme requires annual updating to reflect ongoing conditions in the aerodrome context.</td></tr>
<tr><td>When: Immediately</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☒ Completed</td></tr>
<tr><td>Who: ☒ States ☒ ICAO ☐ Other:</td><td colspan="2"></td></tr>
</table>

2.4 Following the update of the AGA Programme, the Meeting prioritized several activities for 2025. In this context, the Meeting also approved the following decision:

<table>
<tr><td colspan="3">DECISION
NACC/WG/AGA/TF/02/02 NEW ACTIVITIES FOR AGA TASK FORCE PLANNING</td></tr>
<tr><td colspan="2">What:
That, the AGA Task Force (TF) organize the following new AGA Programme activities through webinars in 2025:
i. Aircraft Classification Rating – Pavement Classification Rating (ACR-PCR) Method;
ii. Aerodrome Planning;
iii. New Obstacle surfaces; and
iv. Regulatory impact analysis.</td><td>Expected impact:
☐ Political / Global
☐ Inter-regional
☐ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
There are several challenges in the AGA area regarding the implementation of ICAO Standards and Recommended Practices (SARPs) in the region, which require discussion and knowledge dissemination.</td></tr>
<tr><td>When: NACC/WG/TF/3</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☒ Completed</td></tr>
<tr><td>Who: ☐ States ☐ ICAO ☒ Other:</td><td colspan="2">AGA/TF</td></tr>
</table>

2.5 Another topic discussed at the meeting was the importance of reporting and monitoring the results of the AGA Programme. This Monitoring Report is considered a good management practice and will facilitate the analysis of results obtained from projects, activities, and initiatives on aerodromes and ground aids area coordinated by the AGA/TF. Therefore, the meeting approved the following decision:

<table>
<tr><td colspan="3">DECISION
NACC/WG/AGA/TF/02/03 DEVELOPMENT OF MONITORING REPORT FOR THE AGA PROGRAMME</td></tr>
<tr><td colspan="2">What:
That,to monitor the evolution of the results obtained through the activities and projects, the AGA/TF Coordinator develop a template for the Monitoring Report by the NACC/WG/AGA/TF/03 meeting.</td><td>Expected impact:
☐ Political / Global
☐ Inter-regional
☐ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
Because it is important to verify and monitor the results of the AGA Programme to identify improvements and new initiatives. Within the Plan, Do, Check, Act (PDCA methodology, preparing reports to verify the results of project and activity planning and execution is established as good management practice.</td></tr>
<tr><td>When: NACC/WG/AGA/TF/03</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td>Who: ☐ States ☒ ICAO ☐ Other:</td><td colspan="2"></td></tr>
</table>

Agenda Item 3: Runway Safety Team (RST) Implementation under the Regional Aviation Safety Group – Pan America (RASG-PA)

3.1 Under WP/03, the Secretariat presented the progress of both projects related Runway Safety Teams (RSTs) implementation (**Appendix B** to this report):

a) CAR/SAM Regions RST Implementation Support Project under the Regional Aviation Safety Group–Pan America (RASG-PA), and
b) Runway Safety Teams (RST) Implementation for the Central American States.

3.2 The baseline at the start of both projects was 50% for CAR Region (73 out of 149), the current figures are 56% in 2024. The implementation of RSTs has demonstrated worldwide to provide a systemic approach to runway safety and collision avoidance strategy. Thus, it is important to continue encouraging States and aerodrome operators to implement RSTs.

3.3 Under P/01, the Secretariat presented information about the upcoming Training Course on Runway Safety and RSTs. This course is one of the outcomes of the CAR/SAM RST Implementation Support Project under RASG-PA.

3.4 Under this project, the reasons and motivation for providing this course were identified, along with the challenges in implementing RST:

- lack of effective RSTs: Inconsistent implementation and maintenance of RSTs.;
- insufficient knowledge: gaps in understanding RST requirements and best practices; and
- limited stakeholder involvement: need for greater participation from Air Traffic Control (ATC) and runway users.

3.5 The course is structured into the following modules:

- Module 1: Introduction to Runway Safety and RST
- Module 2: Regulatory and Normative Framework
- Module 3: Effective Implementation and Maintenance of RST
- Module 4: Evaluation and Continuous Improvement of RST
- Module 5: Effective Collaboration and Communication in RST
- Module 6: Interaction between RST and Aerodrome Operator's Safety Management System (SMS).

3.6 The target audience includes AGA inspectors, aerodrome operators, ATC personnel, and airline representatives. The course will be delivered in a virtual asynchronous format and is scheduled to be launched in 2025.

Agenda Item 4: **Global Reporting Format (GRF) Implementation Reporting and Publishing of the New Aircraft Classification Rating – Pavement Classification Rating (ACR-PCR) Method**

4.1 Under WP/04, the Secretariat informed that since 4 November 2021, in accordance with the 16th Amendment of Annex 14, Volume I, States are required to adopt the enhanced Global reporting format for assessing and reporting runway surface conditions (GRF) at their international aerodromes.

4.2 In 2024, the level of implementation in number of international aerodromes in the CAR Region is 3% (4 out 149 international aerodromes). These 4 aerodromes are implemented in the States of Central America, where the number of international aerodromes with GRF implemented is 25% (4 out of 16).

4.3 In view of Conclusion *NACC/WG/AGA/TF/01/03*, which establishes that the "*AGA Task Force develops practical guidance material to support States, with predominantly tropical climatic conditions, to implement the GRF, by 20 April 2024",* the Meeting recommended the Terms of Reference (**Appendix C** to this report) for the project aimed to developing these materials, by approving the following draft conclusion:

<table>
<tr><td colspan="3">DRAFT CONCLUSION
NACC/WG/AGA/TF/02/04 APPROVAL OF THE TERMS OF REFERENCE OF THE GRF PROJECT</td></tr>
<tr><td colspan="2">What:
That,
The GRF Project is considered approved (Appendix C to the final report).</td><td>Expected impact:
☐ Political / Global
☐ Inter-regional
☐ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
Support to meeting Conclusion (NACC/WG/AGA/TF/01/03) of the NACC/WG/AGA/TF/AGA/01 meeting, which aims to assist States in the CAR Region with the implementation of the GRF.</td></tr>
<tr><td>When: Immediately</td><td colspan="2">Status: ☐ Valid / ☐ Superseded / ☒ Completed</td></tr>
<tr><td>Who: ☒ States ☒ ICAO ☐ Other:</td><td colspan="2"></td></tr>
</table>

4.4 Under P/03, Costa Rica presented lessons learned from implementing the GRF at their international airports.

4.5 Costa Rica shared its plan for the implementation of GRF and its challenges of implementation as follows:

- understanding the GRF requirements and how to implement them.
- amending the applicable national regulations
- ensuring resources for implementation
- engaging the required personnel
- finding training for the personnel responsible for implementation (training tailored to the region's climate)
- preparing guide materials and training sessions
- reaching agreements with the involved parties (operational agreements between Air Traffic Control (ATC) and aerodrome operators)
- conducting tests for the GRF's operational deployment.

4.6 Additionally, Costa Rica explained the accompaniment and verification process of GRF implementation at international airports as follows:

- review and feedback on generated reports
- follow-up meetings with stakeholders
- support among stakeholders to refresh knowledge
- implementation of Survey at International airports and new actions identified:
  - creation of a webinar to explain to the airport community the general concept of the GRF and how to interpret the generated report
  - onl-ine SNOWTAM visualization Project.

4.7 Costa Rica presented GRF Implementation Juan Santamaría International Airport (MROC/SJO), in which its implementation process consisted of the following phases:

- interpretation of national regulations and promotion of their application
- risk assessment (Bowtie Model)
- development of Standard Operating Procedures (SOPs)
- technical support
- development of Agreements among stakeholders.
- field tests and pilot plan.

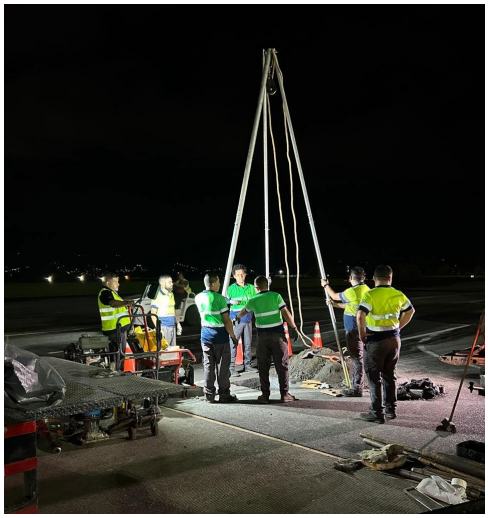
4.8 Finally, the lessons learned from the GRF Implementation Juan Santamaría International Airport (MROC/SJO) were as follows:

- auditing and supervising the GRF process
- training plan and recurrence schedule
- promoting the use of Runway Condition Report (RCR) within the airport community
- updating risk analysis
- implementing new technologies.

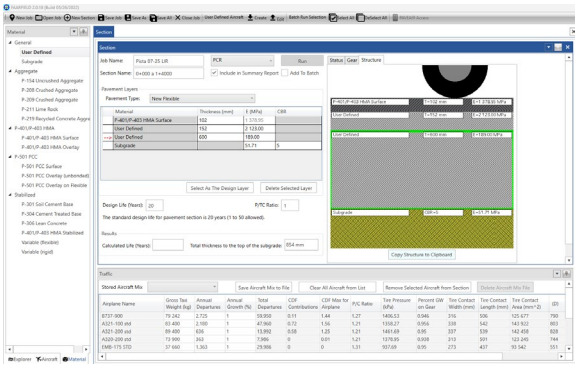
4.9 Under P/03, Costa Rica also presented the PCR/ACR methodology implementation process at Juan Santamaría International Airport (MROC/SJO). According to Costa Rica, the implementation of the new methodology is scheduled for 28 November 2024, the process involves the following steps:

1) collection of required data.
   - History of pavement structures
   - Characterization of flooring materials
   - Fleet Mix Determination.

2) determination of ACR/PCR values (FAARFIELD 2.0 CAO-ACR 1.3 tool).



Row Labels	Sum of Operación	Average of Htown
CESSNA 208 CARAVAN	18184	4.1
BOEING 737-800	5113	76.7
AIRBUS A-320	5078	77.0
BOEING 737-900 MAX	2298	81.9
AIRBUS A-320neo	2124	78.8
BOEING 767-300	1887	185.5
PIPER PA-34 SENECA	1326	2.1
AIRBUS A 319	1114	71.6
BOEING 757-200	1002	110.9
AIRBUS A-321	982	93.0
BOEING 737 MAX 9	884	86.2
Cessna 208 Stationair	767	1.6
BOEING 737-700 Clipper	693	70.4
KODIAK QUEST	632	3.3
BN-2 ISLANDER BRITTEN-NORMAN	417	2.8
AIRBUS A-350-900	388	272.2
AIRBUS A-330-200	347	241.7
Beech 90 King Air	307	4.8
AIRBUS A-340-300	308	273.0
AIRBUS A-321neo	227	95.6
BOEING 787-8 Dreamliner	192	227.9
CHALLENGER 600 CL-600 CANADAIR	155	21.8
Beechcraft Super King Air 200	155	5.7
BOEING 767-200	148	155.4
BOEING 737-400	138	97.9
BOEING 787-9 Dreamliner	134	253.0
HAWKER750 / 800 / 850 / 900	122	12.5
Eurocopter EC-145 / LW-145 / H-72 Lakota	118	2.4
NAVAJO CHIEFTAIN PA-31-350 PIPER	118	3.0
LEARJET 45	97	5.6
BOMBARDIER BD-100 CHALLENGER 350	95	16.7
AW-109/AW-109, AGUSTA	95	3.0



4.11 Under P/02, ACI-LAC presented the aircraft classification rating-pavement classification rating (ACR-PCR) method of reporting pavement strength, that it will be applicable as of 28 November 2024 in according the *Annex 14, Vol I.*

4.12 According to ACI-LAC, airport pavement is a crucial asset that enables aircraft to taxi, take off, land, and park. It represents 30% of airport construction costs and up to 50% of the annual maintenance costs of airport infrastructure.

4.13 Therefore, the airport pavement must be capable of:

- satisfying bearing strength capabilities to accommodate an analyzed aircraft mix (Vertical)
- providing sufficient friction characteristics to maintain aircraft under control in critical phases (horizontal).

4.14 A Pavement Rating System classifies the pavements regarding their structural capacity of sustaining a forecasted aircraft mix, based on two elements associated to the pavement and the aircraft.

4.15 Based on *Annex 14, Vol I*, ACI-LAC informed that there is no change in the comparison of ACR and PCR as the core principle of the method:

- If ACR ≤ PCR, the aircraft can operate on the pavement without restriction.
- If ACR > PCR, some restrictions (on operating weight and/or frequencies) may apply.[1]

4.16 However, it changes the procedures for determining the ACR and PCR. Now based on rational models allowing the calculation of pavement responses (stresses, strains, deflections) from Layered Elastic Analysis (LEA). Thus, pavement damage is quantified based on these responses and a specific damage model.

4.17 According to ACI-LAC, the reasons for the change in methodology from ACN/PCN to ACR/PCR were due to:

- unability to consider accurately "complex" landing gear configurations
- unability to account for the improved characteristics of new-generation pavement materials.
- inconsistent with modern pavement design methods
- unable to consider the variability of landing gear transverse positions (different overall wheel tracks)
- lack of guidance for Pavement Classification Number (PCN) determination.

4.17 Finally, ACI-LAC commented on the main benefits of the ACR/PCR methodology for airlines and the whole air transport community by allowing optimized operating weights and frequencies without over-conservatism, in addition the benefits for airport owners:

- optimized usage of their pavements
- improved pavement life predictability
- availability of a generic PCR computation procedure
- unified soil characterization for both flexible and rigid pavements.

[1] Annex 14, Vol I:
19.1.1 (…)
a) for flexible and rigid pavements, occasional movements by aircraft with ACR not exceeding 10 per cent above the reported PCR should not adversely affect the pavement; and
b) the annual number of overload movements should not exceed approximately 5 per cent of the total annual movements excluding light aircraft.

Agenda Item 5: CAR/SAM Planning and Implementation Regional Group (GREPECAS) Project F1: Aerodromes Certification and Safety

5.1 Under WP/05, the Secretariat presented the status of aerodromes certification in the CAR Region in 2024. There are 97 certified aerodromes in the CAR region, which represents 65% of 149 total international aerodromes.

5.2 Considering the data and the challenges associated with increasing the number of certified international aerodromes in the CAR Region, the Secretariat proposed for discussion and analysis at the meeting the framework of activities to AGA Certification and Safety Project. Based on this, the meeting approved the following decision:

<table>
<tr><td colspan="3">DECISION
NACC/WG/AGA/TF/02/05 APPROVAL OF THE AERODROMES CERTIFICATION AND SAFETY PROJECT GANTT CHART</td></tr>
<tr><td colspan="2">What:
That,

a) The AGA/TF approve the framework of activities of the AGA Certification and Safety Project (Appendix D to the final report); and

b) ICAO prepare the “AGA Certification and Safety Project” documentation by 28 February 2025.</td><td>Expected impact:
☐ Political / Global
☐ Inter-regional
☐ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
It was observed that there are challenges associated with increasing the number of certified international aerodromes in the CAR Region, this project proposes a framework of activities to assist States in certifying international aerodromes and enhancing safety.</td></tr>
<tr><td>When:
a) Immediately
b) February 2025</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td>Who: ☒ States ☒ ICAO ☐ Other:</td><td colspan="2"></td></tr>
</table>

5.3 Under P/05, the Secretariat provided a comprehensive overview of the safety evaluation process and guidelines for aerodromes operators. It outlines the requirements of Latin American Aeronautical Regulations (LARs) 139 and 153, and Circular (CA) AGA 139-001 from the Regional Safety Oversight Cooperation System (SRVSOP) for aerodrome safety, emphasizing the roles of civil aviation authorities and aerodrome operators. The safety evaluation process includes defining safety problems, identifying hazards, assessing risks, and implementing mitigation measures.

5.4 These documents highlight key concepts such as Equivalent Level of Safety (ELOS) and Acceptable Level of Safety (ALOS), which ensure safety standards are met even when strict compliance is not possible. The methodology also includes non-compliance management and the importance of monitoring and reassessing risks to maintain high safety standards in aerodrome operations.

5.5 Under P/06, COCESNA presented information about the Bowtie Risk Analysis Methodology, which is used to identify, assess, and mitigate safety risks in aviation. It analyses the concept of safety, emphasizing that total elimination of accidents is unachievable, but manageable through controlled safety risks. The methodology outlines key elements like hazards, threats, top events, and consequences. Barriers are identified to prevent or mitigate risks, and risk probability and severity are assessed. The presentation also covers strategies for safety risk control and the importance of continuous safety assurance through feedback and risk reassessment.

5.6 Under P/16, the Secretariat presented the outlines of the ICAO's Safety Management Implementation in the NAM/CAR Regions. The Global Aviation Safety Plan (GASP), aimed at enhancing aviation safety, and discusses the low implementation status of State Safety Programs (SSP) in the region due to resource constraints and competing priorities was highlighted. Identified issues include insufficient safety data systems and legal frameworks. ICAO is addressing these challenges through initiatives such as technical workshops, virtual evaluations, and collaboration with regional safety organizations. The goal is to support states in developing their National Aviation Safety Plans (NASP) by the end of 2024.

5.7 Under P/04, ACI-LAC presented information about the Airports Excellence (APEX) Programme. This programme supports airports in enhancing safety and compliance with ICAO standards and ACI's best practice through peer reviews. It helps airports implement Safety Management Systems (SMS), achieve aerodrome certification, and identify operational gaps. The program offers training, capacity development, and access to a global network of experts. Reviews focus on documentation, physical characteristics, emergency response, and wildlife management. APEX is backed by ICAO and international partners like the United States Federal Aviation Administration (FAA) and World Bank, promoting global safety improvements in airport operations.

5.8 Under P/07, the Secretariat presented information about the "Obstacles at Aerodromes Evaluation and Mitigation for Operations", highlighting Recommendation 6/14 of the 12th. Air Navigation Conference and ICAO 38th Assembly (WP/143) to review obstacle limiting surfaces and develop guidance material to conduct aeronautical studies to evaluate allowable penetrations to these surfaces, because of inconsistency between current obstacle limitation surfaces (OLS) and modern aircraft performance. These studies aim to assess the effects of obstacles on flight safety and identify potential mitigations. The presentation also covered current ICAO documentation, Terrain and Obstacle Data (TOD), and the importance of maintaining obstacle-free airspace around aerodromes for safe operations.

Agenda Item 6: GREPECAS Project F2: Aerodrome planning and Vol III of the Regional Air Navigation Plan

6.1 Under WP/06, the Secretariat informed about events planned for 2024 to support States in developing Volume III of the CAR/SAM ANP:

a) Second CAR Workshop for the Implementation of the CAR/SAM Regions Air Navigation Plan Volume III (CAR/SAM/ANP-VOL III), from 13 to 15 February 2024, at the ICAO NACC Regional Office, Mexico City, Mexico;

b) Workshop on strategic planning focused on air navigation and airports, including guidance for decision-making based on cost-benefit analysis, from 18 to 20 September 20 24, at the ICAO NACC Regional Office, Mexico City, Mexico; and

c) Workshop on Global Air Navigation Plan Key Performance Indicators (KPIs), 28 to 31 October 2024, at the ICAO NACC Regional Office, in Mexico City, Mexico.

6.2 In this sense, AGA/TF members committed to participating in the aforementioned events and also to monitoring the development of the guidance material.

6.3 In addition, the Secretariat informed about projects that were submitted for approval through the Project RLA/09/801 –Multi-Regional Civil Aviation Assistance Programme (MCAAP):

a) Development of regional guidance material for States to align local Master Plans with National and Regional Plans;

b) Workshop on the development of the Global Air Navigation Plan Key Performance Indicators Evaluation; and

c) Development of regional guidance material for support States in the cost-benefit analysis process within the Global Air Navigation Plan (GANP) six-step methodology, for the preparation of VOL III of the Regional Air Navigation Plan.

6.4 Under WP/07, the Secretariat provided information on the Guide for Airport Consultative Committees, which was approved under GREPECAS Conclusion 21/14. As per the conclusion, States are expected to review and suggest improvements to the guidance material by March 2024. With the expiration of this deadline, the Secretariat confirmed that the Guide has been approved (refer to page: 240918-GUIDANCE MATERIAL AIRPORT CONSULTATIVE COMMITTEES 2023.pdf (icao.int)) and encouraged its implementation at international aerodromes across the NAM and CAR Regions.

6.5 Under P/14, IATA emphasized the importance of airport-airline consultation in infrastructure development, referencing ICAO guidelines for establishing advisory committees in line with GREPECAS Conclusion 21/14. Effective consultation fosters transparency, informed decision-making, and alignment between airports and airlines, ensuring investments are both affordable and value-driven. The presentation also stressed the need for tailored approaches, considering airport size and airline interests.

6.6 As a result of the discussions, the Meeting approved the following draft conclusion:

<table>
<tr><td colspan="3">DRAFT CONCLUSION
NACC/WG/AGA/TF/02/06 PROMOTING THE IMPLEMENTATION OF AIRPORT CONSULTATIVE COMMITTEES</td></tr>
<tr><td colspan="2">What:
That, AGA/TF members promote the use of Guide for Airport Consultative Committees in their international aerodromes and inform of the aerodromes that have started implementing the committee at the next AGA/TF/3 meeting.</td><td>Expected impact:
☐ Political / Global
☐ Inter-regional
☒ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
The implementation of these Consultative Committees promotes transparency, informed decision-making and alignment between airports and airlines, ensuring that investments are accessible and oriented towards efficiency and results.</td></tr>
<tr><td>When: AGA/TF/3</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☒ Completed</td></tr>
<tr><td>Who: ☒ States ☐ ICAO ☐ Other:</td><td colspan="2"></td></tr>
</table>

6.7 Under P/08, the Secretariat explained how Aviation System Block Upgrade (ASBU) elements from the Global Air Navigation Plan (GANP) are integrated into airport planning. It outlined the GANP's multi-layer structure, aiming to improve air navigation through capacity, efficiency, and environmental sustainability. Key stakeholders, including States, airport operators, and service providers play crucial roles in implementing Aviation System Block Upgrade (ASBU) modules tailored to operational needs. The ASBU threads cover areas such as meteorological information, digital aeronautical information, surveillance, and surface operations, promoting global harmonization.

Agenda Item 7: GREPECAS Project F3: Airport Collaborative Decision Making (A-CDM) Implementation under GREPECAS

7.1 Under WP/08, the Secretariat reported that, in accordance with GREPECAS Conclusion 21/15, to support A-CDM implementation, the F3 Programme coordinator needs to modify the F3 Project, considering the A-CDM questionnaire conducted by ICAO.

7.2 The Secretariat informed that it is coordinating the review of the GREPECAS F3 Project-A-CDM, and that it will be presented at the next GREPECAS/22 meeting.

Agenda Item 8: Emergency Planning and Contingency

8.1 Under WP/09, the Secretariat informed on initiatives supporting emergency planning and contingency management in the CAR region. Key efforts include the CAR Contingency and Emergency Response Coordination Team (CAR CERT), Humanitarian Assistance and Disaster Response in Aviation (HADRA), the Caribbean Aviation Resilience and Recovery Group (CARRG), the Get Airports Ready for Disaster (GARD) programme, the Aviation Safety Campaign, and CADENA, the CANSO Air Traffic Flow Management Data Exchange Network for the Americas.

8.2 In addition, the Secretariat informed on the project to develop guidance materials for disaster preparedness at airports, especially in response to natural disasters, and on providing related training through webinars. This project was submitted for approval through Project RLA/09/801 – Multi-Regional Civil Aviation Assistance Programme (MCAAP). The Meeting supported this initiative.

8.3 Under P/09, the Secretariat presented emergency planning in accordance with ICAO Annex 14, emphasizing the need for aerodrome emergency plans to coordinate responses for various emergencies, including public health crises. It highlighted the Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation (CAPSCA) role in public health preparedness for aviation, focusing on protecting the public and aviation personnel, ensuring safe and viable air transport, and assisting states in implementing ICAO and World Health Organization (WHO) regulations. CAPSCA also facilitates multi-sector collaboration, provides capacity-building, and conducts assistance visits to assess States' readiness for public health events.

Agenda Item 9: Wildlife Hazard Management

9.1 Under P/10, the CAR/SAM Regional Bird/Wildlife Hazard Prevention Committee (CARSAMPAF) presented the challenges of wildlife hazard management at aerodromes, focusing on reducing aviation risks from wildlife collisions. The CARSAMPAF leads efforts in managing wildlife hazards. Key challenges include establishing baselines, implementing risk management programmes, coordinating with non-aeronautical authorities (example: environmental, police, municipalities, city councils, ministries), and creating awareness. It emphasized preventive measures, detection systems, and collaboration between aviation stakeholders.

9.2 Finally, CARSAMPAF announced and invited the AGA/TF/2 Meeting to attend the Twenty-Second CAR/SAM Regional Bird/Wildlife Hazard Prevention Committee Meeting and Conference (CARSAMPAF/22) and Eighth World Birdstrike Association Conference, to be held in Guadalajara, Mexico, from 14 to 18 October 2024.

Agenda Item 10: Other Business

10.1 Under P/13, the Secretariat provided a presentation on innovation and emerging technologies for airports, particularly vertiports, which are designed for Vertical Take-Off and Landing (VTOL) aircraft. It highlighted the development of vertiports and the need for collaboration between regulators, industry, and airspace users. Challenges include certification, airspace integration, safety, and regulation. ICAO is working with various expert groups to address these challenges, focusing on infrastructure, safety, and airspace management.

10.2 Under P/12, the Secretariat presented an overview on the aeronautical aerodrome charts, focusing on *ICAO Annex 4*, *Annex 15,* and *Doc 8697,* discussing the obligations of States to provide standardized aeronautical charts, ensuring uniformity and coherence in their design, production, and updates. The charts support the safe aircraft operations and are essential for international aeronautical navigation. The presentation covered the use of Geographic Information Systems (GIS), electronic aeronautical charts, and the flow of data from aerodromes. It emphasized the importance of notifying ICAO of any differences in national practices.

10.3 Under P/11, ACI-LAC presented on ACI's "Net Zero 2050" target and the Airport Carbon Footprint Accreditation Program (ACA). ACI aims to achieve net zero carbon emissions by 2050, with 554 accredited airports worldwide, including 78 in Latin America and the Caribbean. The ACA program offers seven levels of accreditation, from carbon footprint mapping to achieving neutrality and transformation:

a) Level 1 – Mapping: Carbon Footprint Measurement;
b) Level 2 – Reduction: Defining a plan for emissions management;
c) Level 3 – Optimisation: Third-party participation in carbon footprint reduction;
d) Level 3+ Neutrality: Offsetting of remaining carbon emissions (scope 1 and 2) that cannot be reduced;
e) Level 4 – Transformation: Long-term carbon management strategy towards absolute emission reductions:
f) Level 4 + Transition: Residual emission offsets;
g) Level 5: Highest level of the program setting the highest criteria for absolute emission reductions

10.4 Finally, ACI-LAC highlighted that the key challenges and opportunities for decarbonization and sustainability include electrification, development of new infrastructure (including alternative energy sources and new generations of aircraft), new business models such as hydrogen and electric aircraft, adaptation to climate change, and improved communication regarding climate emergency response.

INTERNATIONAL CIVIL AVIATION ORGANIZATION
North American, Central American and Caribbean (NACC) Regional Office

AGA PROGRAMME

CONTENTS

REVISION HISTORY

Version	Date	Reviser	Status*	Commentary
1.0	07/07/23	AGA TF 01	Approved	
1.1	__/__/____	AGA TF 02	Updated	
1.2				
1.3				

1. INTRODUCTION

1.1 The AGA Programme seeks to clearly define the projects and technical activities to support the States and Territories of the North America, Central America and the Caribbean, mainly in the CAR Region, to meet the ICAO Safety and Air Navigation Capacity and Efficiency Strategic Objectives and in support to the United Nations Sustainable Development Goals 2030 Agenda .

1.2 According to the Global Air Navigation Plan Strategy, the global air navigation system supports the safe and orderly development of international civil aviation, and the airports comprise one of the important parts of this system. Therefore, safe and efficient airports are essential for international air transport.

2. OBJECTIVE, VISION AND STRATEGY

2.1 The **objective** of this programme is to support the States and Territories of the North America (NAM), and Caribbean (CAR) Region, through technical assistance projects and activities, to meet the ICAO Strategic Objectives regarding safety and air navigation capacity and efficiency in the AGA field.

2.2 The **vision** of this Programme is the development and strengthening of the States/Territories and their aerodromes on safety surveillance, together with the increase in the capacity and efficiency of air navigation, in according with ICAO Standards and Recommended Practices (SARPs), through the implementation of projects and activities of complementary way in the AGA area, in order to provide a more holistic approach to its evolution and achievement of its objectives.

2.3 The **strategy** of this programme is based on the commitment of States, Territories and international airports to comply with ICAO standards and recommendations.

3. SCOPE

3.1 The scope of this programme is composed of projects and activities of the AGA area that meet the ICAO Strategic Objectives - Safety and Air Navigation Capacity and Efficiency (see table below)

No.	TOPIC/THEME	ID	PROJECT/ CONTINUOUS ACTIVITIES	OUTPUTS / DELIVERABLES
T01	AGA dashboards	T01.1	Update of the AGA Database	Identification of the areas of improvement and monitoring of the results of the AGA projects and activities
		T01.2	NACC Dashboards (https://istars.icao.int/Sites/)	
T02	Airport Certificate	T02.1	Identification of international airports under certification process	
		T02.2	Follow-up of processes with the State and airports	
		T02.3	Project structuring to support States in the certification process	
T03	EI% USOAP in AGA area	T03.1	Support to States and Territories in the development of guidance (34 PQs – EC05)	
		T03.2	Support to States and Territories in the development of national regulation (19 PQs – EC02)	
		T03.3	Workshops	Guide the States in the development of guidance materials
		T03.4	Technical Assistance to States and Territories	
T04	Runway Safety Teams (RST) Implementation	T04.1	RST implementation plan per State	Roadmap including a plan per State
		T04.2	Best practices and guidance material	
		T04.3	Training courses	
		T04.4	Workshops	
		T04.5	Onsite GO-Team	
		T04.6	Virtual RS Go-Team follow-up	
T05	Global Reporting Format (GRF) Implementation	T05.1	GRF implementation plan per State	Roadmap including a plan per State
		T05.2	Best practices and guidance material	

No.	TOPIC/THEME	ID	PROJECT/ CONTINUOUS ACTIVITIES	OUTPUTS / DELIVERABLES
		T05.3	Training courses	
		T05.4	Virtual Go-Team follow-up	
T06	New Aircraft Classification Rating – Pavement Classification Rating (ACR-PCR) Method (ACR / PCR)	T06.1	New ACR-PCR implementation plan per State	Roadmap including a plan per State
		T06.2	Best practices and guidance material	
		T06.3	Training courses	
		T06.4	Workshop	
		T06.5	Onsite GO-Team	
		T06.6	Virtual follow-up	
T07	Airport Collaborative Decision Making (A-CDM)	T07.1	Definition of the criteria for the implementation of A-CDM at the airport	
		T07.2	A-CDM implementation pilot project for an airport in the CAR Region (depending on the interest of the airport provider)	
T08	Wildlife management	T08.2	Best practices and guidance material	
		T08.3	Training courses	
		T08.4	Workshop	
		T08.6	Virtual follow-up	
T09	Airport Planning	T09.1	Guide material for airport planning at national level (Basis of the National Air Navigation Plan in the AGA area)	
		T09.2	Guide for Airport Consultative Committees	
		T09.3	Update Doc 9184 - Airport Planning Manual	
T10	Airport Emergency Plan (AEP)	T010.1	Best practices and guidance material	
		T010.2	Training courses	
		T010.3	Workshop	Guiding the States in the development of AEP

No.	TOPIC/THEME	ID	PROJECT/ CONTINUOUS ACTIVITIES	OUTPUTS / DELIVERABLES
T11	National and Regional Air Navigation Plan (NANPs and RANPs) in the AGA area	T11.1	Basic Building Block (BBB) analysis for airports	
		T11.2	Key Performance Indicators (KPI) of Global Air Navigation Plan (GANP) management pilot project for an international airport	
		T11.3	Support to States and Territories for the development of their NANPs an area AGA	

3.2 It is important to emphasize that the projects and activities of the AGA Programme are an integral part of the Strategic Assistance Programme of the ICAO NACC Regional Office (https://www.icao.int/NACC/Pages/nacc-nclb.aspx).

4. EXPECTED OUTCOME AND REGIONAL TARGET INDICATORS

4.1 The ICAO's Business Plan 2023-2025 sets targets for the NAM/CAR Regions for each ICAO strategic objective through regional indicators. In this way, specifically for the AGA area with reference to the ICAO Strategic Objective – Safety and Air Navigation Capacity and Efficiency, the table below presents the indicators and targets for 2023 to 2025.

OUTPUT	INDICATOR	WHAT IT MEASURES AND RATIONALE (assumptions)	BASELINE (2022)	2023	2024	TARGET END 2025
Strengthened safety of civil aviation at the regional level	i) Effective implementation of the Universal Safety Oversight Audit Programme (average SSP foundation)	This indicator measures effective implementation of the Universal Safety Oversight Audit Programme	68.17% (56.87% in AGA area)	75.32%	78.32%	80%
	iii) % of Aerodrome Certification	This indicator measures the percentage of international aerodrome certification listed in the Regional Air Navigation Plan	63%	67%	75%	85%
Enhanced efficiency and increased capacity at the regional level	i) Average Regional percentage of GANP ASBU modules/elements implemented by states according to the Regional ANP.	This indicator measures the maturity of ASBU implementation in the Regions. This indicator measures the AVG GANP ASBU applicable implementation. Participants refers to States.	35%	45%	60%	70%
	Development/Update of the National Air Navigation Plan (NANP)	This indicator measures the number of NANP developments or update according in	20%	40%	55%	60%

OUTPUT	INDICATOR	WHAT IT MEASURES AND RATIONALE (assumptions)	BASELINE (2022)	2023	2024	TARGET END 2025
		the GANP of 7th version.				

4.2 The States and Territories of the NAM CAR Regions are committed to seeking to meet these goals at the national level.

5. RESOURCES

5.1 It is envisaged that this programme will be implemented through additional resources from ICAO (consultants) as well as in-kind contributions (subject matter experts) from States in the region and other potentially interested States and Territories.

5.2 It is expected that the States and Territories of the NAM CAR Regions will be involved in the project to support the project and programme activities and ensure the sustainability of the expected results.

6. PRE-REQUISITE

6.1 The success of the Project will depend on the:

- political will, commitment and support from the States and Territories of the NAM CAR Regions and airports
- availability of data and information relevant to the programme (AGA Database)
- availability of experts for each of the areas concerned
- Availability of funds.

7. RISK ASSESSMENT

7.1 The main risks of the AGA Programme and its mitigation measures are:

- Lack of political will and formal commitment from the States and Territories of the NAM CAR Regions; to mitigate this risk the NACC Regional Office needs to highlight the benefits and impact foreseen for the aviation development and socioeconomic growth of having a strong safety oversight system.
- Lack of local technical/institutional expert support; to mitigate this risk, the NACC RO needs to maintain liaison with States and Territories of the NAM CAR Regions to ensure the execution of necessary actions.
- Insufficient funds to cover SME participation; to mitigate this risk, a step-by-step approach for implementation of the project and activities of programme may be applied and if necessary, onsite missions may be partially converted in teleconferences, decreasing the number of days onsite, as long as it does not harm the expected return of the AGA Programme.

8. BUDGET

8.1 The budget and funds for the projects and activities provided for in this programme will be defined.

9. PROJECTS AND ACTIVITIES 2024 TO 2028

9.1 Project details are outlined in **Appendix B.**

APPENDIX A
LIST OF AGA FOCAL POINTS FOR STATES AND TERRITORIES OF THE NAM CAR REGIONS

ID	Country / Pais | Organization / Organización	Official Position or Title / Cargo o Título Oficial	Full Name / Nombre Completo
1	ACI-LAC		Francisco M Medela Alonso
2	ACI-LAC		Filipe Reis
3	Anguilla (UK)		
4	Antigua and Barbuda (ECCAA)		
5	Aruba	Manager Strategy and Policy Unit	Anthony Kirchner
6	Bahamas	Director of Aerodromes & Ground Aids	Lamar Thompson
7	Barbados	Aerodromes and ATS Inspector	Gail M Clarke
8	Belize		
9	Bermuda (UK)	Director of Operations	Tariq Lynch-Wade
10	Bonaire (Netherlands)		
11	British Virgin Island (UK)		
12	Canada		
13	Cayman Islands (UK)	Chief Airport Operations Officer	Wayne DaCosta
14	COCESNA-ACSA	Especialista en aeródromos	Ing. Herbert Wedel Poltronieri
15	Costa Rica	Jefe, Unidad de Supervisión de Aeródromos	Luis Alberto Torres Núñez
16	Cuba		Noberto Cabrera
17	Curaçao (Netherlands)	Aviation Safety Inspector, Aerodromes	Constance Elisa-Plantijn
18	ECCAA		Simon
19	El Salvador		Lidia Carolina Liang Guan
20	French Antilles, Guadeloupe, Martinique, Saint Brthelemy (France)		
21	Grenada (ECCAA)		
22	Guatemala		
23	HAITI/OFNAC	AGA inspector	Berry Wardley ETIENNE

ID	Country / Pais | Organization / Organización	Official Position or Title / Cargo o Título Oficial	Full Name / Nombre Completo
24	Honduras		Ricardo Padilha
25	Honduras		Alan Reyes
26	IFALPA	Executive Vice President CAR/NAM	Captain Rod Lypchuk
27	Jamaica		Mrs Karen Dryden
28	Mexico	Directora de Aeropuertos	Ing. Maricruz Hernández García
29	Mexico		
30	Mexico		
31	Montserrat (UK)		
32	Nicaragua	Ingeniero Civil - Certificador de Aeródromos AGA.	Denis Jose Silva Mercado.
33	Republica Dominicana	Encargado del Departamento de Certificaciones, Autorizaciones y Aprobaciones de Aeródromos	Francisco Jose Peña Rivas
34	Saba (Netherlands)		
35	Saint Kitts and Nevis (ECCAA)		
36	Saint Lucia (ECCAA)	Chief Aviation Officer	Eustace Cherry
37	Saint Pierre et Miquelon (France)		
38	Saint Vicent and the Grenadines (ECCAA)		
39	Sint Eustatius (Netherlands)		
40	Sint Maarten (Netherlands)		
41	Trinidad & Tobago	Civil Aviation Safety Inspector-Aerodromes	Giselle Best
42	Trinidad and Tobago	Manager, Licensing	Amit Seetahal
43	Turks and Caicos Islands (UK)		
44	United States / FAA	Senior Foreign Affairs Specialist	Khalil Kodsi
45	United States / FAA	Foreign Affairs Specialist	Lillian Miller

APPENDIX B

AGA Certification and Safety Project

Jun 3, 2024 - Dec 8, 2028

Grid | Board | Timeline | Charts | People | Goals

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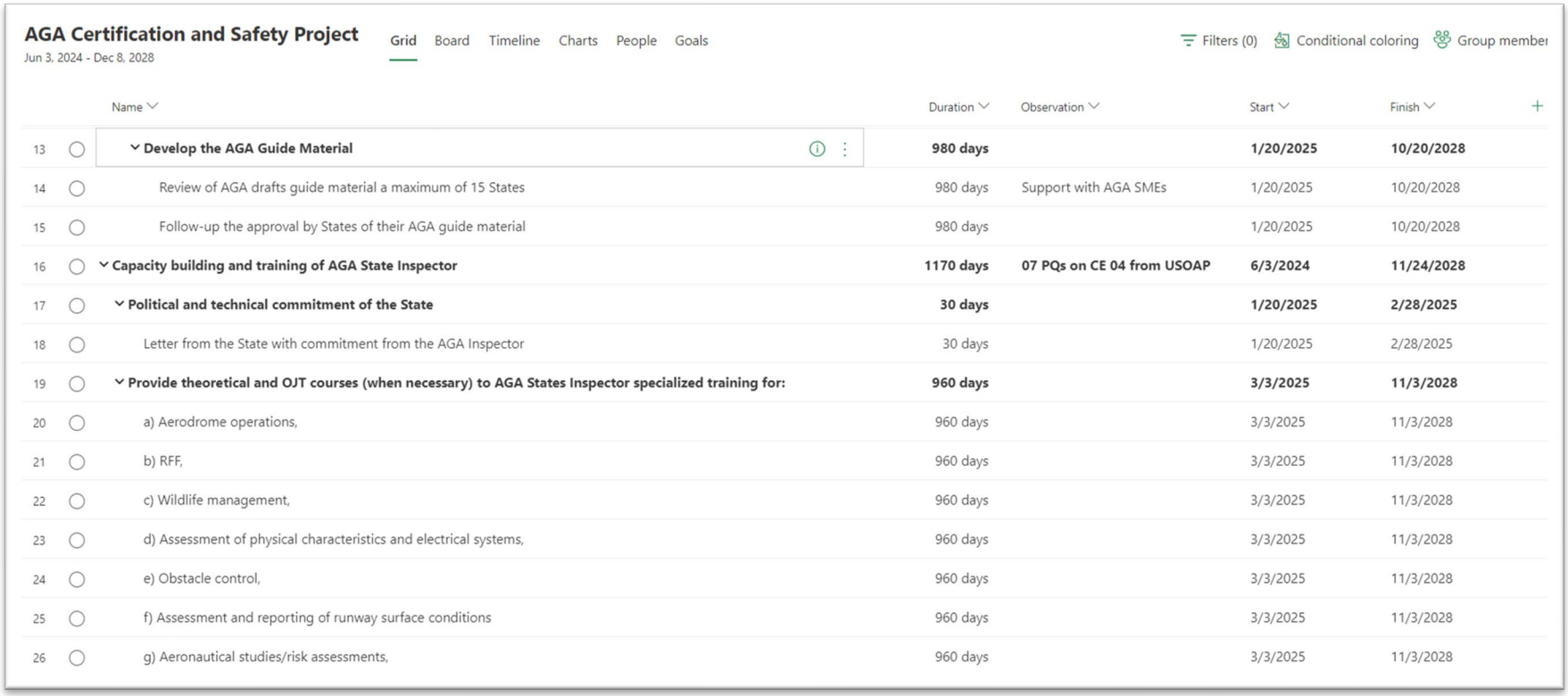

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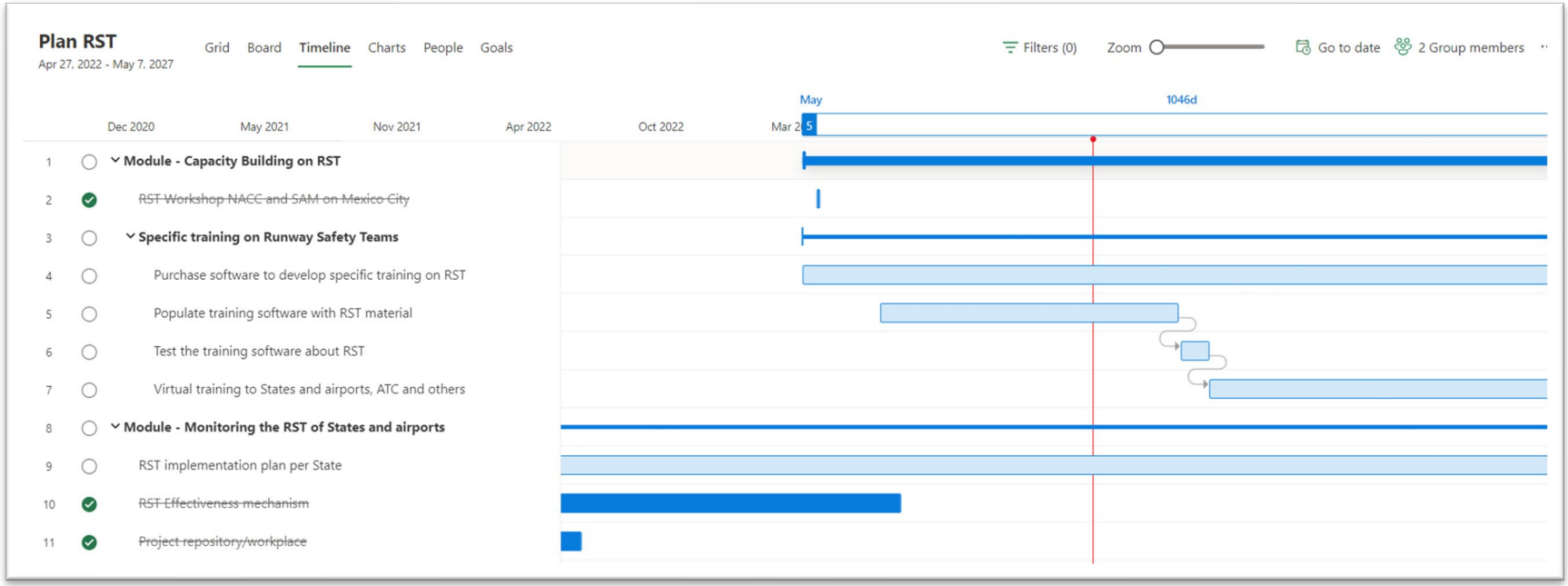
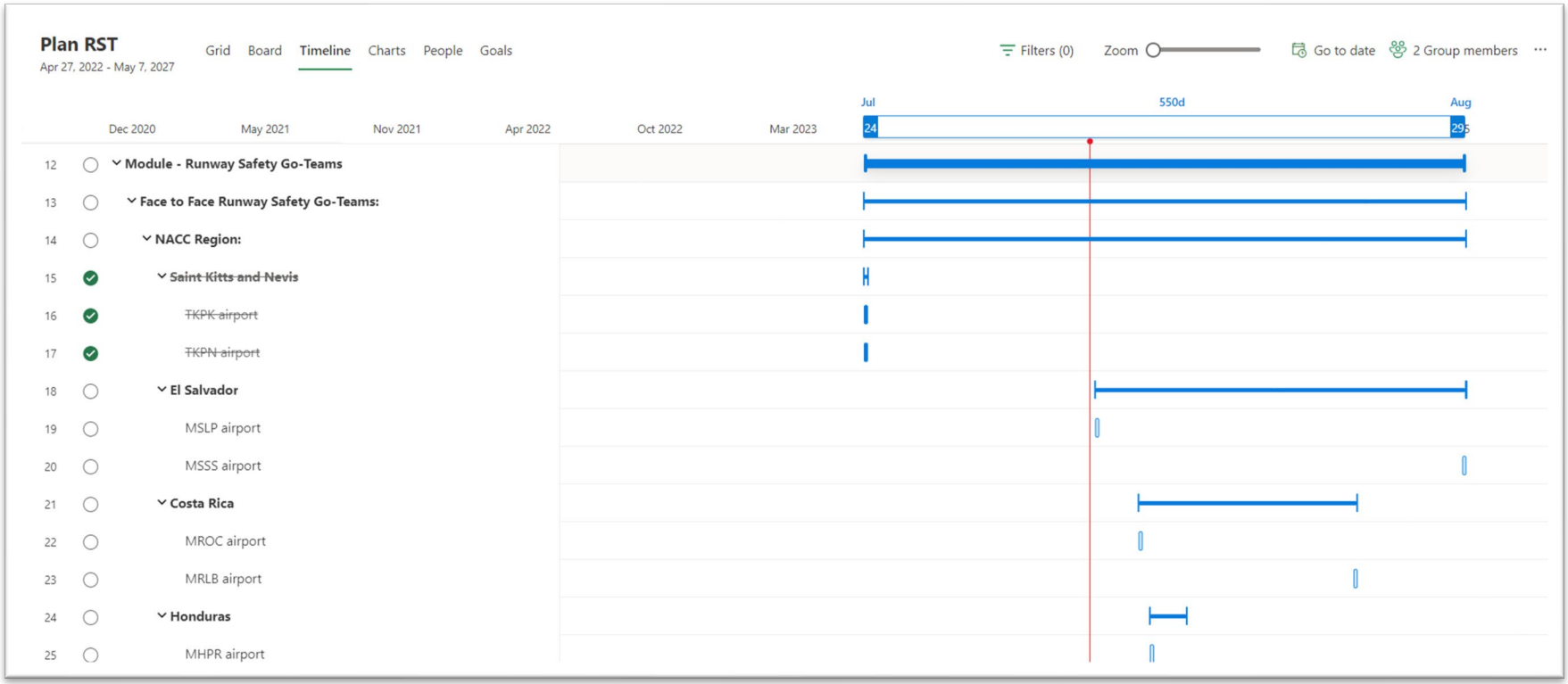
42	○	Mission assistance session on site - maximum 15 international aerodromes	730 days	With SMEs	2/23/2026	12/8/2028
43	○	Follow-up the review and accept the Aerodrome Manual by CAA	730 days		2/23/2026	12/8/2028
44	○	**Assistance session on Corrective Action Plan**	**730 days**		**2/23/2026**	**12/8/2028**
45	○	Assistance session on Corrective Action Plan	730 days	04 workshop	2/23/2026	12/8/2028
46	○	Follow-up the review and accept on Corrective Action Plan by CAA - maximum 15 international aerodromes	730 days		2/23/2026	12/8/2028
47	○	**Follow-up the granting of the Aerodrome Certificate**	**1013 days**		**1/20/2025**	**12/6/2028**
48	○	Follow-up the grant of an aerodrome certificate by CAA	1013 days		1/20/2025	12/6/2028
49	○	Follow-up the promulgation of safety information - AIP by CAA	1013 days		1/20/2025	12/6/2028

RST PROJECT GANTT

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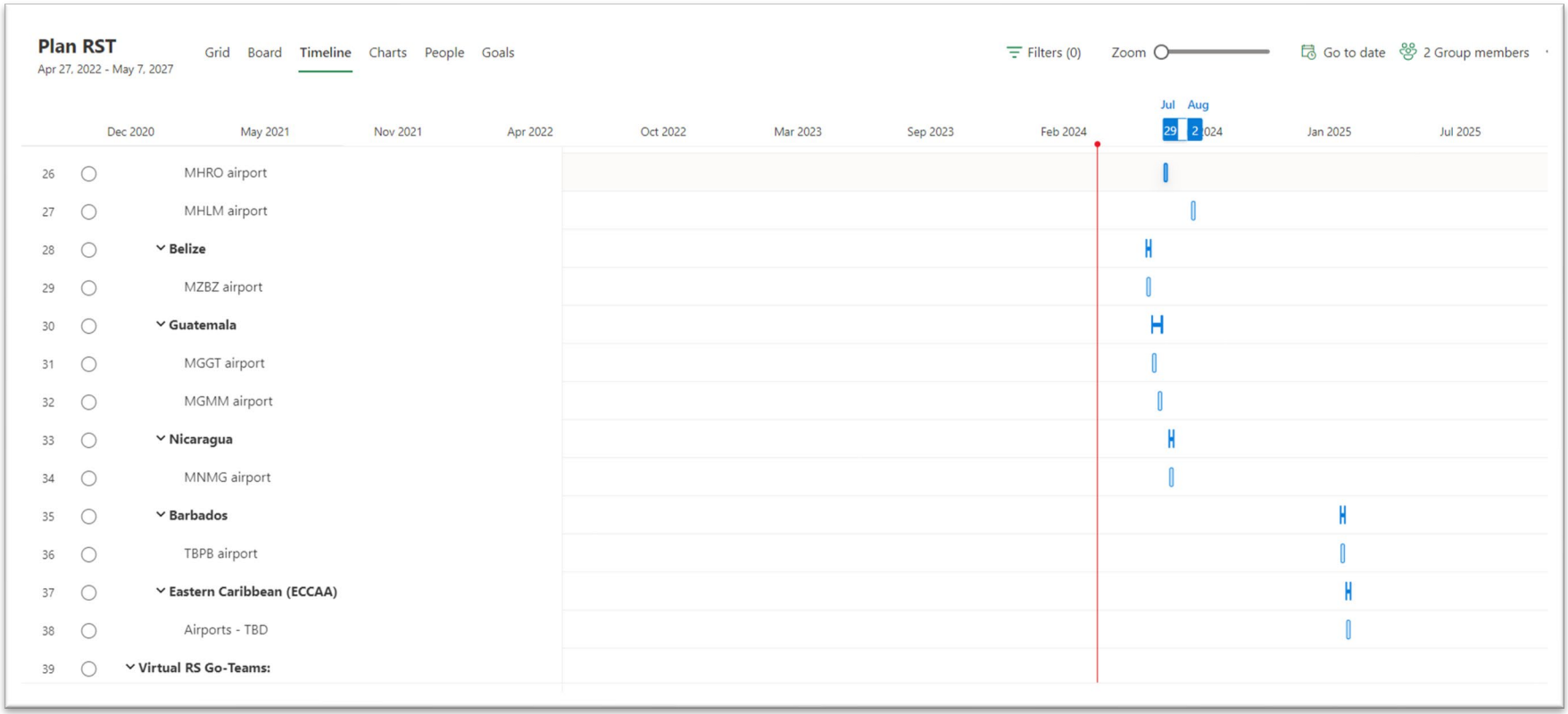
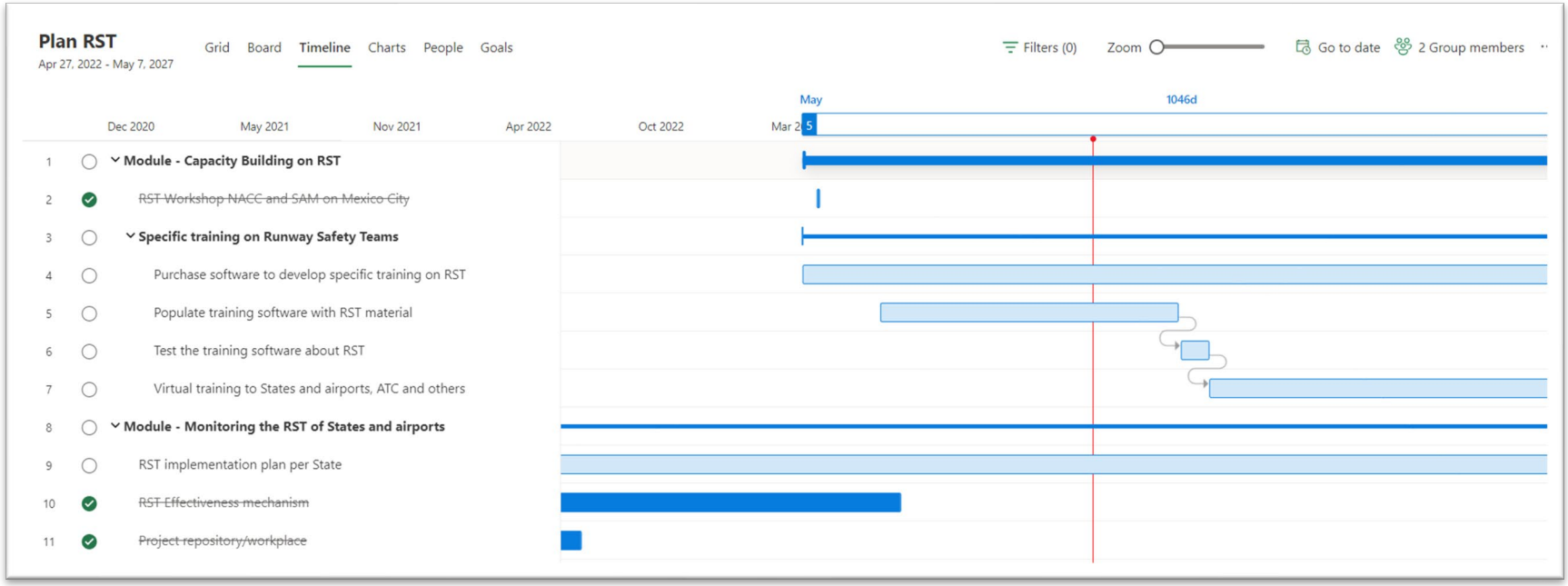
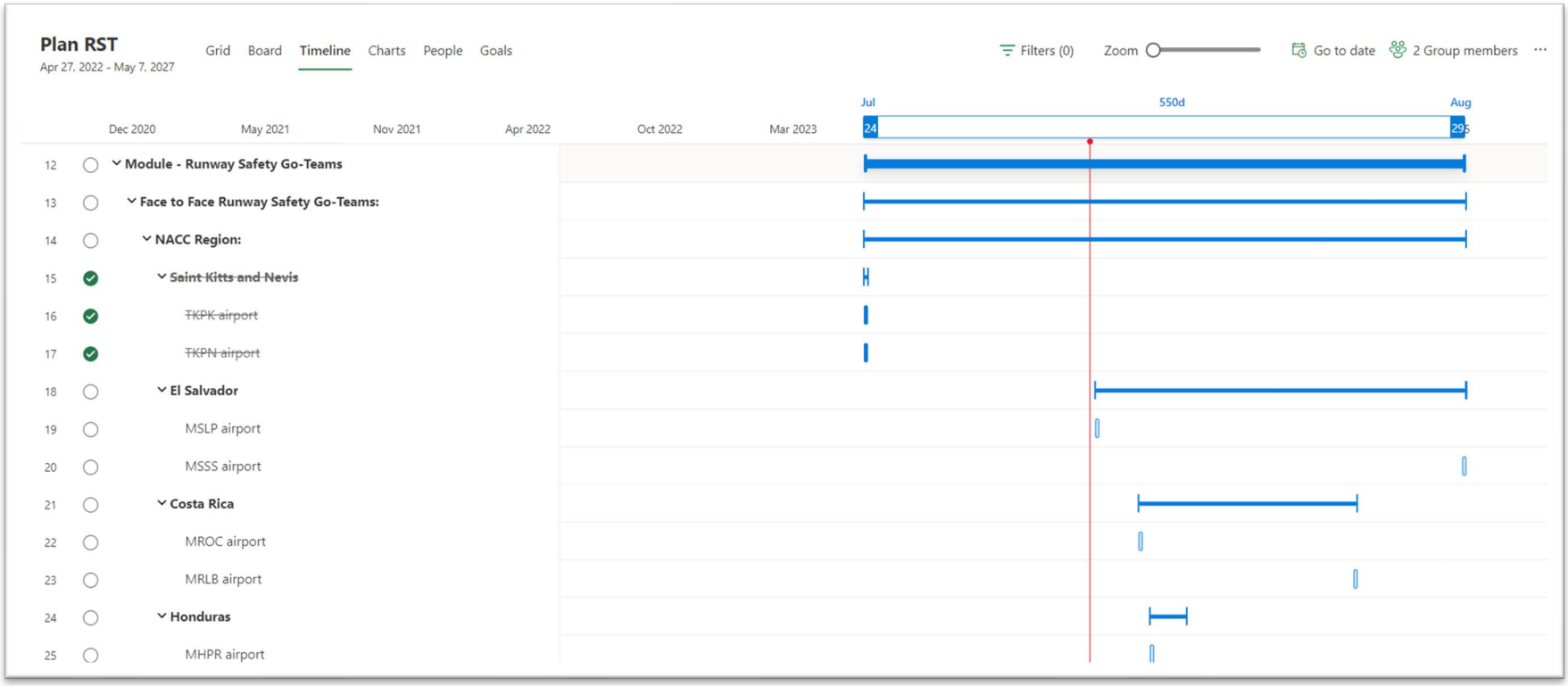
13 Face to Face Runway Safety Go-Teams:
14 NACC Region:
15 Saint Kitts and Nevis
16 TKPK airport
17 TKPN airport
18 El Salvador
19 MSLP airport
20 MSSS airport
21 Costa Rica
22 MROC airport
23 MRLB airport
24 Honduras
25 MHPR airport



*Observation: Barbados, Belize, Eastern Caribbean States, Guatemala, and Nicaragua, the dates of the missions still need to be confirmed.

RST PROJECT GANTT

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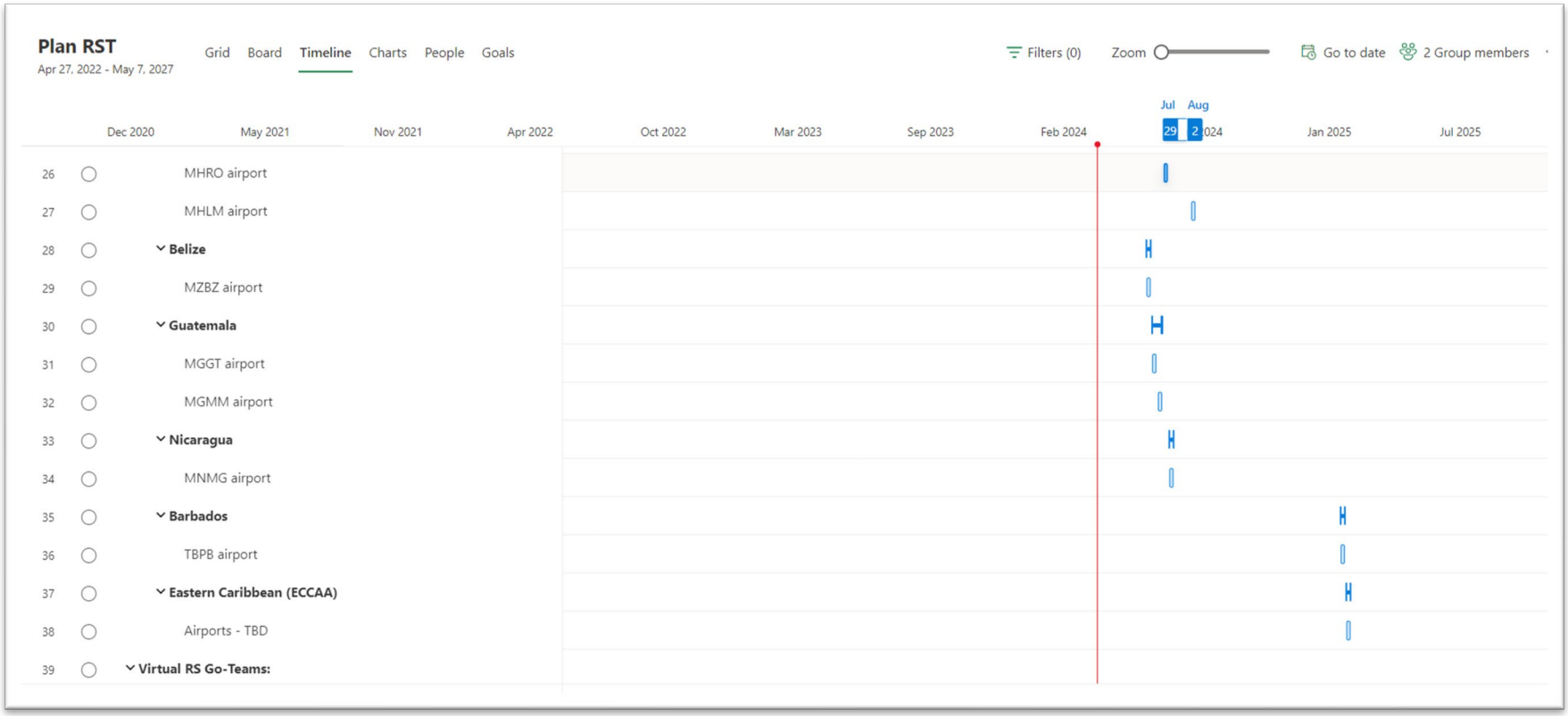

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GRF Project

Project Name:	Global Reporting Format (GRF) implementation for the Central American States		
Date:	20-JUNJAN - 2025	**Area of interest:** RS	Version: 0
Author:	ICAO NACC Regional Officer, Aerodromes and Ground Aids (RO/AGA)		
Project Sponsor:	United States Federal Aviation Administration (FAA)		
Funds required:	US$25,000		
Duration:	12 months		
Client:	Central American States- Airport operators and Regional Aviation Safety Group – Panamerica (RASG-PA)		
Document ID:	*(Priority area+Subject+Year+Ref #)*		
Document link:			

1. Executive Summary

a) The ICAO methodology for assessing and reporting runway surface conditions, commonly known as the Global Reporting Format (GRF), allows for the harmonized assessment and reporting of runway surface conditions and an enhanced flight crew assessment of take-off and landing performance. Consequently, the ICAO GRF is a tool that helps mitigate the risk of runway excursions.

b) Globally, movement areas are exposed to multiple weather conditions and therefore the conditions to be reported are quite different. A basic structure that applies to all these weather variations is described in the Runway Condition Report (RCR). The assessment of runway surface condition is based on a wide variety of techniques and no single solution can be applied to all situations.

c) The implementation date originally envisaged by the ICAO Council was 5 November 2020. However, in State letter ref. N° AN 2/33-20/73, the ICAO Council, in order to ease the burden on States during the COVID-19 pandemic and the period thereafter, adopted amendments at its 220-8th session to postpone from 5 November 2020 to 4 November 2021 the date of implementation of the provisions on the enhanced GRF for assessing and reporting runway condition.

d) The implementation of Global Reporting Format (GRF) should follow the ICAO SARPS and guidance for the prevention of runway excursions and to provide the flight crew with the information needed for safe operation of the aeroplane. A complete set of ICAO SARPS and guidance related to the topic is available through the respective content of:

- Annex 14: Aerodromes, Volume I, Aerodrome Design and Operations
- Annex 3: Meteorological Service for International Air Navigation
- Annex 6: Operation of Aircraft (Parts 1 and 2)
- Annex 8: Airworthiness of Aircraft
- Annex 15: Aeronautical Information Services
- PANS Aerodromes (Doc 9981)
- PANS-AIM (Doc 10066)
- PANS-ATM (Doc 4444).

e) Due to the benefit of the establishment of this systemic assessing and reporting runway surface conditions at international aerodromes, there is an opportunity for the region to take further actions to promote the effective implementation of GRF at all international aerodromes.

f) In this regard, the current project proposal looks to support the implementation of GRF at international aerodromes in the Central American States, in order to comply with ICAO SARPs.

2. Problem / Opportunity Statement

What problems are we addressing or opportunity are we pursuing?

a. Although the assessing and reporting the condition of the movement area and related facilities is necessary in order to provide the flight crew with the information needed for safe operation, in the Central American subregion its implementation is moving at a relative low pace.
b. Furthermore, the Runway Safety Programme – Global Runway Safety Action Plan, Second Edition, February 2024, establishes the following global runway safety recommended actions:
    i. Continue to support the implementation of the Global Reporting Format (GRF) for assessing and reporting runway surface conditions, ensuring that staff are trained, and runway conditions reported and promulgated in a timely manner.
c. In according to the information gathered from States, in the Central American subregion only 04 out of 16 international aerodromes have a GRF implemented, that means 25%.

3. Business Options

Analysis and reasoned recommendation for the base business options of: do nothing, do the minimal or do something.

1. Do Nothing: States/Airports will remain with safety problems such as not reporting runway surface conditions to air navigation services provider and aircraft operators.

2. Do the minimal: low level of GRF implementation at international aerodromes, as observed in the last 3 years.

3. Do something: States/airports to be more proactive and aware to the process of implementation GRF considering the conditions at international aerodromes in tropical regions, like Central America (where snow reports are not applicable, and thunderstorms could be more familiar).

4. Expected Benefits

The benefits that the project will deliver expressed in measurable terms against the situation as it exists prior to the project.

The ICAO Global Reporting Format for runway surface conditions (GRF) is a tool to help mitigate the risk of runway excursions by enabling a harmonized assessment and reporting of runway surface conditions and an improved flight crew assessment of take-off and landing performance. Thus, the GRF has been through a rigorous development, review and approval process.

5. Expected Detriments

Outcomes perceived as negative by one or more stakeholders. Dis-benefits are actual consequences of an activity whereas, by definition, a risk has some uncertainty about whether it will materialize.

Increase in possible operational costs of reporting runway conditions by aerodrome operators, especially if adopted automatic equipment to help measurements of water thickness over runway.

6. Project Objectives

Objectives are statements that specifically describe what is to be achieved within the project's mandate in order to meet the overall project goal. Wherever possible, objectives should be quantified and "SMART" (Specific, Measurable, Achievable, Realistic, and Time-Based).

The primary goal of the project is to foster the adoption of the GRF at international aerodromes from Central American States.

7. Scope Statement / Project deliverables

Defines what is being produced. Deliverables relate to, and satisfy, the specific project requirements or capabilities. Deliverables must cross-reference and satisfy the project's objectives.

The Project is designed to support States in the process of implementing the GRF, through the development of practical guidance material for aerodromes in tropical climatic conditions.

8. Critical Success Factors

Defines what is needed as necessary conditions for project success.

- High-level engagement and commitment from the different Stakeholders (State support - Director General level, airport operator support, Air Navigation Service Provider (ANSP) support, air operator support, etc.)
- Engagement by involved parties- execution level, including active participation by Focal Point
- Successful implementation of GRF at international aerodromes.

9. Budget / Costs / Funding

Source and funding amount (whether annual or in total) not be exceeded.

The project is proposed to be funded by the FAA CAP Project funds mainly, and contributions from States or International Organizations (expertise).

Activity	Potential direct cost (USD) from CAP Funds	Notes
1. Prepare an GRF implementation plan (with milestones and target dates) for the CAR Region	USD 0.00	Prepared by NACC RO with the support of State's focal points (virtually) and SME.
2. Create a monitoring mechanism (virtual meetings, dashboards, reports) using all existing platforms	USD 0.00	NACC dashboards in AGA area
3. Compile and prepare best practices and guidance material to support GRF implementation for aerodromes in tropical climatic conditions.	USD 17.500	Hire a SME (50 working days in 12 month). Use of ICAO Portal resources and best practices from other countries.
4. Design and translation of guide material to make it available in two languages (English and Spanish)	USD 1.500	Cost depends on the final size of the document.
5. Webinar on GRF	USD 1.000	Cost to translate the Webinar in Spanish and English.
6. GRF Go-Team at an aerodrome in Central America to identify the challenges and needs for guidance material.	USD 5.000	On-site GRF Go-Team (using 2 SME's, including tickets and DSA for 5 days).
TOTAL REQUIRED FOR THE PROJECT USD 25,000		

10. Stakeholder / Communications Plan

*Identifies the key individuals or organizations that have a clear **stake** in the project's success. Who is impacted by the project, and how should they be involved?*

Key Individuals/Organizations:	Specific Needs/Concerns:	Actions/Means/Frequency of Communication
NACC RO AGA	Management of project	Monitoring report NACC Dashboard
AGA Focal points from Member States	Follow-up / Action	Monthly meetings Email
Involved Stakeholders (airport, ANSP, air operator, CAA)	Follow-up / Action	Email

11. High Level Milestone/Stages Schedule

Identification of the major project phases and when they will be completed

#	Major Project Phases / Milestones	Completion Date
1	Virtual Follow-up of GRF implementation plans of States[1]	December 2025
2	Delivery of guide material - GRF	June 2025
3	GRF Go-Team	September 2025

12. Acceptance Criteria

Identify the quality standards and criteria that apply to the project. Explain how the plan will ensure adherence to these standards and criteria.

- Increased implementation of GRF to 80% of international aerodromes in Central America.

13. Risk Management Plan

List of major risks confronting the project. Assessment of severity (H/M/L, or high, medium or low) as determined by (1) probability, and (2) potential impact. For each High risk item, develop appropriate mitigation plans.

#	Major Risks	Assessment	Mitigation
1	States may not participate on the project	H	*Include the project as part of already accepted mechanisms by States (NACC/WG/AGA/TF).*
2	Low involvement and consultation of other Stakeholders (airport operator, airlines, pilots, ATC).	H	*Foster collaboration with partners (ACI, IATA, CANSO, IFALPA, IFATCA) to ensure stakeholder involvement.*

[1] GRF Implementation_Milestones_March 2021.pdf (icao.int)

14. Project Team Organization

Who will be involved in managing the project and how will they interface?

Project Sponsor:	**Role:**	**Responsible for:**
FAA CAP Project		Follow-up High Level engagement to the project Project mandate
Project Manager:	**Role:**	**Responsible for:**
NACC RO/AGA (CAR Region)		Manage the project activities and deliverables. Reports to sponsor
Team Member:	**Role:**	**Responsible for:**
State assigned AGA focal point		Follow-up project activities under his/her area of responsibility

15. Project Control Procedures

Anticipated processes for monitoring and ensuring work progress, including: Status reporting and frequency, Review meetings (including who and when), Tracking methods and tools

- Monthly reports.
- NACC Dashboard in AGA area.

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Aerodrome Certification and Safety Project Gantt

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41	Assistance session virtual to 30 international aerodromes on Aerodrome Manual	730 days	With SMEs	2/23/2026	12/8/2028
42	Mission assistance session on site - maximum 15 international aerodromes	730 days	With SMEs	2/23/2026	12/8/2028
43	Follow-up the review and accept the Aerodrome Manual by CAA	730 days		2/23/2026	12/8/2028
44	**Assistance session on Corrective Action Plan**	**730 days**		**2/23/2026**	**12/8/2028**
45	Assistance session on Corrective Action Plan	730 days	04 workshop	2/23/2026	12/8/2028
46	Follow-up the review and accept on Corrective Action Plan by CAA - maximum 15 international aerodromes	730 days		2/23/2026	12/8/2028
47	**Follow-up the granting of the Aerodrome Certificate**	**1013 days**		**1/20/2025**	**12/6/2028**
48	Follow-up the grant of an aerodrome certificate by CAA	1013 days		1/20/2025	12/6/2028
49	Follow-up the promulgation of safety information - AIP by CAA	1013 days		1/20/2025	12/6/2028

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