To: States, Territories and International Organizations

Subject: **Invitation – Seventh North American, Central American and Caribbean Working Group Aeronautical Information Management Implementation Task Force Meeting (NACC/WG/AIM/TF/07)**
(Willemstad, Curaçao, 30 July – 02 August 2024)

Action Required:

a) Transmittal by States of any additional items to the Provisional Agenda by 09 July 2024;
b) submission of documentation/presentation by 20 July 2024; and
c) register participation by 16 July 2024

Dear Sir/Madam,

In coordination with the NACC/WG/AIM/TF Rapporteur, Mrs. Natasha Leonora-Belefanti, I wish to invite the member(s)/representative(s) of the Aeronautical Information Management Task Force of the North American, Central American and Caribbean Working Group (NACC/WG/AIM/TF) and your Administration/Organization, to participate in the Seventh North American, Central American and Caribbean Working Group Aeronautical Information Management Implementation Task Force Meeting (NACC/WG/AIM/TF/07). This meeting will be held at the Renaissance Wind Creek Curaçao Resort kindly hosted by Dutch Caribbean Air Navigation Service Provider in Willemstad, Curaçao from 30 July to 02 August 2024.

Participants to this meeting **are requested to register here** https://forms.office.com/r/KNaPca5yvh by **16 July 2024**

The objectives of this meeting are: Continued deployment of Aeronautical Information Management (AIM) Collaborative Plan implementation - Update due to the results of the 41 Assembly of ICAO, Aviation System Block Upgrade (ASBU), Basic Building Blocks (BBB) and Global Air Navigation Plan (GANP) 7th. Ed., the AIM/TF Action Plan, Sub-groups Progress in Plenary Working Sessions [*English Language Proficiency for AIM; Airspace Optimization; Centralized Aeronautical Information Publication (AIP) of the Region; Aerospace Operations Notice to Airmen (NOTAM); and AIM Training and Competency*], the AIM Tracking website, and the AIM Data and cybersecurity among other relevant aspects applicable within the AIM area in the ICAO NACC States. The working languages of the meeting will be **English and Spanish**, and simultaneous interpretation will be provided.

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On day one, at the start of the meeting, only the **AIM Data and Cybersecurity** part will be held virtually, as this Agenda item is an important and informative section of the meeting for all the AIM community. Registration to view this section only is not required. A link will be placed on the meeting website in due time.

The Provisional Agenda of the meeting can be viewed in **Appendix A**. States wishing to submit proposals for the addition of items should do so by **09 July 2024**.

All meeting documentation will be placed in the Meetings Section in the webpage https://www.icao.int/NACC/Pages/Meetings.aspx?year=2024&cM=05&cY=2024 as it becomes available.

Documentation that your Administration/Organization wishes to submit/present at the meeting, should be forwarded to this office by e-mail as soon as practicable in Microsoft Word/Excel/PowerPoint format, using the **attached** templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices. Due to time constraints, documentation shall be sent in English and Spanish. The deadline to receive the documentation is **20 July 2024.**

If you require any further information regarding the meeting, please contact Mr. Raúl Martínez (AIM-NACC@icao.int), Regional Officer, Aeronautical Information Management, Mrs. Natasha Leonora-Belefanti BSc., AIM Task Force Rapporteur (nleonora-belefanti@icaonacc.org), and/or Mr. Gabriel Gutierrez, Assistant (ggutierrez@icao.int).

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

Christopher Barks
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure: *As indicated*

Seventh North American, Central American and Caribbean Working Group Aeronautical Information Management Implementation Task Force Meeting
(NACC/WG/AIM/TF/7)
Willemstad, Curaçao, July 30 - August 02, 2024

APPENDIX A
PROVISIONAL AGENDA

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

Agenda Item 2:   **AIM Data & Cybersecurity (on-line session)**

Agenda Item 3:   **Review of the AIM's Work Programme, Terms of Reference (ToRs) related to AIM implementation, System Wide Information Management (SWIM) and the incorporation of the Procedures for Air Navigation Services – Information Management (PANS IM)**

Agenda Item 4:   **Status of AIM Collaborative Plan implementation - Update based on Aviation System Block Upgrade (ASBU), Digital Aeronautical Information Management (D-AIM), Basic Building Blocks (BBB) and Global Air Navigation Plan (GANP) 7th. Ed., GREPECAS/21 Conclusions and Decisions**, and **Digital regional air navigation plan (eANP) Table Status per State.**

Agenda Item 5:   **Future AIM: New required NOTAM Concepts, Digital output of Database and Data as a dataset – Digital Operational Reporting Information System (DORIS) & Digital NOTAM – SWIM Deployment Plan for NACC – IFAIMA and Industry Perspectives**

Agenda Item 6:   **AIM Implementation Roadmap in the NAM/CAR Regions (update on AIM Transition per State), presentation of the new version of the roadmap "Roadmap for the Transition to Digital AIM, first Edition, 2021"**

Agenda Item 7:   **Follow up and update on the NACC/WG/AIM/TF Action Plan**

Agenda Item 8:   **Development of specific AIM topics:**
        a.   **AIM Personnel English Language Proficiency**
        b.   **Airspace Optimization; Centralized Aeronautical Information Publication (AIP) of the Region**
        c.   **Electronic Aeronautical Charts (eCharts) and PANS OPS (CAR FPP)**
        d.   **Aerospace Operations NOTAM**
        e.   **AIM Training Curriculum & Competency**

      f.   **AIM Collaborative Plan & Tracking Website: States in the Region status and review of the information draft**

Agenda Item 9:   **Finalization, Review, Conclusions and Approval (*Agenda Items 6, 7 and 8)***

Agenda Item 10:   **Other Business**

Working methods: *For the development of this meeting, it is expected to work in breakout working sessions as per Subgroups of the AIM TF, to discuss and analyze specific issues, and create necessary documentations.*

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PROVISIONAL AGENDA
EXPLANATORY NOTES

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

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

Agenda Item 2:   **AIM Data & Cybersecurity (on-line session)**

Under this agenda item, the importance of Cybersecurity on data, especially the one related to AIM will be shared with all present and on-line participants, on the possibilities of data errors and corruptions, the consequences if corrupted, and the protection possibilities. This section will be presented online as a webinar.

Agenda Item 3:   **Review of the AIM's Work Programme, Terms of Reference (ToRs) related to AIM implementation, System Wide Information Management (SWIM) and the incorporation of the Procedures for Air Navigation Services – Information Management (PANS IM)**

Under this agenda item, the Meeting will review the AIM's Work Programme and ToRs and update them accordingly, including the SWIM implementation preparations pending after AIM implementation by each State. The new principles and contributions of the PANS IM will be discussed.

Agenda Item 4:   **Status of AIM Collaborative Plan implementation - Update based on Aviation System Block Upgrade (ASBU), Digital Aeronautical Information Management (D-AIM), Basic Building Blocks (BBB) and Global Air Navigation Plan (GANP) 7th. Ed., GREPECAS/21 Conclusions and Decisions, and Digital regional air navigation plan (eANP) Table Status per State.**

Under this agenda item, the Meeting will follow-up on valid conclusions and decisions of the GREPECAS/21 Meeting, emphasizing the impact of the latter on the implementation of Aeronautical Information Management (AIM), based on updates due to the set ASBU, BBB and GANP 7th. Ed. Conclusions and Decisions eANP Table Status per State.

Agenda Item 5:   **Future AIM: New required NOTAM Concepts, Digital output of Database and Data as a dataset – Digital Operational Reporting Information System (DORIS) & Digital NOTAM – SWIM Deployment Plan for NACC – IFAIMA and Industry Perspectives**

Under this agenda item, the Meeting will be informed on upcoming developments within AIM, obtaining a digital output of the database to start looking at the data as a dataset, the New NOTAM Concepts, DORIS & Digital NOTAM, SWIM Deployment Plan suggestions for the NAM/CAR RegionS, and insights from an IFAIMA and relevant industries perspectives. In addition, the implementation of the new NOTAM concept will be explained.

Agenda Item 6: **AIJM Implementation Roadmap in the NAM/CAR Region (update on AIM Transition per state), presentation of the new version of the Roadmap "Roadmap for the Transition to Digital AIM, first Edition, 2021"**

Under this agenda item, the Meeting will review and update the Roadmap. All member States are requested to present a 2-page Information Paper regarding their AIM implementation status and projection up to and including SWIM and IM implementation. The IP presented must be in balance with the "NAM/CAR State - AIM Transition Implementation Status" file presented by the AIM Rapporteur.

Agenda Item 7: **Follow up and update on the ICAO NACC WG AIM TF Action Plan**

Under this agenda item, the developed AIM TF Action Plan (AIM/TF/6) will be updated and reviewed on the carried out implementations. Member States must carry out refinement of the action plan to ensure that the action plan remains realistic and achievable.

Agenda Item 8: **Development of specific AIM topics:**

Under this agenda item, the Meeting be broken down into several groups. Each group will address and work on their assigned topic. It is sought to include works and discussions on electronic Aeronautical Charts (eCharts)

Agenda Item 9: **Finalization, Review and Approval of Created (Meeting) Documentations**

Under this agenda item, final drafts documents will be reviewed, actions and documentation which might need to receive approval from Member States will be addressed.

Agenda Item 10: **Other Business**

Under this agenda item, the Meeting will analyze any other matter than cannot be addressed under the previous agenda items. Consider discussing *at the meeting the proposal of the Secretariat to change in all current* ICAO documentation (where applicable), the acronym AIS to AIM, in congruence and accordance with the "Roadmap for the transition from AIS to AIM", first edition 2009

The proposal of the Secretariat to change in all current ICAO documentation (where applicable) the acronym AIS to AIM, in congruence and accordance with the "Roadmap for the transition from AIS to AIM", first edition 2009, will be discussed.

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Time / Horario	Duration Duración (min)	Tuesday 30 July Martes 30 de julio	Wednesday 31 July Miércoles 31 de julio	Thursday 01 August Jueves 01 de agosto	Friday 02 August Viernes 02 de agosto
08:30 – 09:00	30	Registration / Registro			
09:00 – 09:15	15	Opening / Inauguración	Agenda Item 5 / Cuestión 5 del Orden del Día	*Agenda Item 8 / Cuestión 8 del Orden del Día* *Breakout Working Session AIM TF on Documentation to be Created / Sesión de trabajo paralela AIM TF sobre la documentación que será generada*	*Closing of Agenda Item 8 / Cuestión 8 del Orden del Día* *Breakout Working Session AIM TF on Documentation to be Created/ Sesión de trabajo paralela AIM TF sobre la documentación que será generada*
09:15 – 09:30	15	Agenda Item 1 / Cuestión 1 del Orden del Día			
09:30 – 10:00	30	Agenda Item 2 / Cuestión 2 del Orden del Día			
10:00 – 10:30	30	*COFFEE BREAK / RECESO PARA CAFÉ*			
10:30– 11:20	50	Agenda Item 3 / Cuestión 3 del Orden del Día	Agenda Item 6 / Cuestión 6 del Orden del Día	*Agenda Item 8 / Cuestión 8 del Orden del Día* *Breakout Working Session AIM TF on Documentation to be Created / Sesión de trabajo paralela AIM TF sobre la documentación que será generada*	Agenda Item 9 / Cuestión 9 del Orden del Día
11:20 – 12:00	40	**AIM Lessons Learned / Lecciones aprendidas AIM**	**AIM Lessons Learned / Lecciones aprendidas AIM**		
12:00 – 13:30	90	*LUNCH BREAK / ALMUERZO*			
13:30 – 14:00	30	Agenda Item 4 / Cuestión 4 del Orden del Día	Agenda Item 7 / Cuestión 7 del Orden del Día	*Agenda Item 8 / Cuestión 8 del Orden del Día Breakout Working Session AIM TF on Documentation to be Created / Sesión de trabajo paralela AIM TF sobre la documentación que será generada*	**AIM Lessons Learned / Lecciones aprendidas AIM**
14:00 – 14:45	45				Agenda Item 10 / Cuestión 10 del Orden del Día
14:45 – 15:15	30	*COFFEE BREAK / RECESO PARA CAFÉ*			
15:15 – 16:00	45	Agenda Item 5 / Cuestión 5 del Orden del Día	*Agenda Item 8 / Cuestión 8 del Orden del Día* *Breakout Working Session AIM TF on Documentation to be created / Sesión de trabajo paralela AIM TF sobre la documentación que será generada*	*Agenda Item 8 / Cuestión 8 del Orden del Día* *Breakout Working Session AIM TF on Documentation to be Created / Sesión de trabajo paralela AIM TF sobre la documentación que será generada*	**Summary of discussions, review and closure** **Sumario de discusiones revisión y clausura**

— FIN / END —