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Ref.: NT-NT1-1/NT-NE57-3 — **E.OSG-NACC111498**

19 April 2024

To: States, Territories and International Organizations

Subject: **First North American, Central American and Caribbean Working Group (NACC/WG) Aviation System Block Upgrades (ASBU) Task Force (TF) On-line Meeting (ASBU/TF/01)**  
(Online, 14 June 2024)

Action

Required: a) Transmittal by States of any additional items to the Provisional Agenda.  
b) Submission of documentation by the deadlines provided in this letter; and  
c) Register participation by **10 June 2024**

Dear Sir/Madam,

As part of the established procedures to continue the development of the format of the National Air Navigation Plan (NANP) and to enhance the coordination of the ASBU/TF work plan, I am pleased to invite your Administration to participate in the ASBU/TF online Meeting to be convened on **14 June 2024**.

The purpose of the meeting is to follow up on the decisions and conclusions of the last North American, Central American and Caribbean Working Group (NACC/WG) meeting, as well as to update the Task Force work action plan for 2024, and review the implications/actions to comply with the new format of the Regional Air Navigation Plan (RANP) under the Global Air Navigation Plan (GANP) version 7. The Provisional Agenda of the meeting is in the **Appendix**. You are kindly requested to complete the Registration Form in <https://bit.ly/3U5nww1> by **10 June 2024**. The working languages will be English and Spanish (simultaneous interpretation will be provided).

All meeting documentation will be placed in the Meetings Section of the ICAO NACC Webpage as it becomes available. Documentation that your Administration may wish to submit at the meeting should be forwarded to this office by e-mail by **5 June 2024** in Microsoft Word format using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices. Working Papers will be received at this Regional Office preferably in both working languages (English and Spanish). Information Papers will be published only in the language(s) presented. The deadline to receive papers is **3 June 2024**. Document submission dates will be strictly followed.

If you require any further information regarding the meeting, please contact Mrs. Mayda Avila, Regional Officer, Communications, Navigation and Surveillance ([NACC-CNS@icao.int](mailto:NACC-CNS@icao.int)).

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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*

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ICAO

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

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**First North American, Central American and Caribbean Working Group (NACC/WG) Aviation System  
Block Upgrades (ASBU) Task Force On-line Meeting (ASBU/TF/01)**  
On-line, 14 June 2024

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**APPENDIX  
PROVISIONAL AGENDA**

- Agenda Item 1:** Adoption of the Provisional Agenda and Schedule
- Agenda Item 2:** Review of the Task Force's Activities and Progress
- Agenda Item 3:** Task Force Action Plan Update
- Agenda Item 4:** Other Business

**PROVISIONAL AGENDA  
EXPLANATORY NOTES**

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

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

**Agenda Item 2: Review of the Task Force's Activities and Progress**

Under this agenda item, the Task Force will review the status of the execution of its activities and the Rapporteur will present a proposal for the National Air Navigation Plan as per the Global Air Navigation Plan (GANP) 7.

**Agenda Item 3: Task Force Action Plan Update**

The Task Force action plan will be updated for 2024-2005.

**Agenda Item 4: Other Business.**

Under this agenda item, the Meeting will review other relevant and/or pertinent matters.

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