



ICAO

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

Eighth Meeting of the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG/8)

Final Report

Port of Spain, Trinidad and Tobago, from 12 to 14 June 2024

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HISTORICAL

ii.1 Place and Date of the Meeting

The Eighth Meeting of the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG/8) was held at the facilities of the Hyatt Regency Hotel, Port of Spain, Trinidad and Tobago, from 12 to 14 June 2024, and was hosted by the Trinidad and Tobago Civil Aviation Authority.

ii.2 Opening Ceremony

Mr. Fernando Camargo, Regional Officer, Technical Assistance of the North American, Central American and Caribbean (NACC) Regional Office of the International Civil Aviation Organization (ICAO), provided opening remarks. This opening was preceded by the intervention of the Honourable Rohan Sinanan, Minister of Works and Transport, who stated that, “the government of Trinidad and Tobago is committed to the development of the civil aviation sector. Aviation is a key driver of economic development as it opens the possibilities for trade, supports sectors such as tourism and manufacturing, and facilitates global development. The Ministry of Works and Transport continues to strategically invest to ensure that our regulatory framework meets the global standards, thus providing the right climate for the sector to grow.” Minister Sinanan reiterated, “this meeting stands as a testament to the government’s unwavering dedication to fostering collaboration, enhancing training standards, and ensuring the highest levels of competency within the civil aviation sector”, and officially opened the meeting.

ii.3 Officers of the Meeting

The NAM/CAR/CATC/WG/8 Meeting was held with the participation of the Rapporteur, Mr. Raúl Melchor, COCESNA, and the Vice-Rapporteur, Mrs. Clara Fernández, Dominican Republic. Mr. Melchor chaired the meeting plenary. Mr. Fernando Camargo, Regional Officer, Technical Assistance of the ICAO NACC Regional Office, served as Secretary of the Meeting and was assisted in the Secretariat duties by Mr. Pedro Avella, Associate Programme Officer of the ICAO Global Aviation Training Section.

ii.4 Working Languages

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

ii.5 Schedule and Working Arrangements

ii.5.1 It was agreed that the working hours for the sessions of the meeting would be from 08:00 to 15:30 hours daily with adequate breaks. Ad hoc Groups were created during the Meeting to do further work on specific items of the Agenda.

ii.5.2 The Meeting included a training workshop and working table discussions to allow an open and dynamic exchange of ideas and agreements on actions to follow in benefit of the work of the group and to enhance the partnership and communication/coordination among the members.

ii.6 Agenda

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|------------------------|---|
| Agenda Item 1: | Adoption of the Provisional Agenda and Schedule |
| Agenda Item 2: | Follow-up on Valid Conclusions and Decisions from Previous Meetings |
| Agenda Item 3: | Presentation of the NAM/CAR/CATC/WG Training Offerings Webpage |
| Agenda Item 4: | Presentation of the Virtual Space to List the Available Resources in Cases of Contingency |
| Agenda Item 5: | The Use of Artificial Intelligence (AI) in Training |
| Agenda Item 6: | ICAO Training and TRAINAIR PLUS Programme Updates: Challenges and opportunities through enhanced training activities |
| Agenda Item 7: | Review of the Results, in Relation to Training, of the ICAO Global Implementation Support Symposium (GISS 2024) |
| Agenda Item 8: | ICAO Training Workshop and Round Table discussions |
| Agenda Item 9: | Election of Rapporteur and Vice-Rapporteur |
| Agenda Item 10: | Other Business |

ii.7 Attendance

The Meeting was attended by 8 States from the NAM/CAR Regions, 1 International Organization and 2 Universities, totalling 30 delegates as indicated in the list of participants.

ii.8 Conclusions and Decisions

The NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG) recorded its activities as Draft Conclusions and Decisions as follows:

CONCLUSIONS Activities requiring endorsement by the Directors of Civil Aviation of North America, Central America and Caribbean (NACC/DCA).

DECISIONS: Internal activities of the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG).

ii.8.1 List of Conclusions and Decisions

Conclusion

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ii.9 Documentation

Refer to the Meeting web page:

<https://www.icao.int/NACC/Pages/meetings-2024-catcwg08.aspx>

WORKING PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
WP/01 Rev.	1	Provisional Agenda and Schedule	10/06/24	Secretariat
WP/02	2	Status of Outstanding Conclusions and Decisions	30/05/24	Secretariat
WP/03	11	Preparation of an Aviation Security Risk Management Training	17/05/24	Dominican Republic
WP/04	10	Election of Rapporteur and Vice-Rapporteur	30/05/24	Secretariat

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
IP/01 REV.	--	List of Working, Information Papers and Presentations	13/06/24	Secretariat
IP/02	11	Pénsun académico seguridad de la aviación civil - División de seguridad aeroportuaria Honduras <i>Available only in Spanish</i>	30/05/24	Honduras

PRESENTATIONS

Number	Agenda Item	Title	Presented by
1	3	NAM/CAR/CATC/WG Training Offerings Webpage	Secretariat
2	4	Virtual Space to List the Available Resources in Cases of Contingency	Secretariat
3	5	The Use of Artificial Intelligence (AI) in Training	ICCAE-COCESNA
4	6	Programa TRAINAIR PLUS <i>Available only in Spanish</i>	Secretariat
5	6	ICAO Training Updates: Challenges and Opportunities Through Enhanced Training Activities	Secretariat
6	7	Review of the Results, in Relation to Training, of the ICAO Global Implementation Support Symposium (GISS 2024), Presented by the Secretariat	Secretariat
7	8	ICAO Training Workshop Round Table Discussions: Optimizing Aviation Capacity	Secretariat

LIST OF PARTICIPANTS

BAHAMAS

1. Delvin Rudolph Major
2. Gwendolyn Ritchie
3. Tiffany Reid
4. Yazmyn Brown

CUBA

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6. Ima Gisela Alba Figuerola
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8. Juan Francisco Alfonso Doval

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12. Nicolas Divaris Sepulveda

HONDURAS

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29. Rodolfo Araya Naranjo

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30. Omri Alberto Amaya Carias

ICAO / OACI

31. Fernando Camargo
32. Pedro Avella

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.

1.2 The Meeting approved the agenda with changes as presented below:

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

Agenda Item 2: Follow-up on Valid Conclusions and Decisions from Previous Meetings

Agenda Item 3: Presentation of the NAM/CAR/CATC/WG Training Offerings Webpage

Agenda Item 4: Presentation of the Virtual Space to List the Available Resources in Cases of Contingency

Agenda Item 5: The Use of Artificial Intelligence (AI) in Training

Agenda Item 6: ICAO Training and TRAINAIR PLUS Programme Updates: Challenges and opportunities through enhanced training activities

Agenda Item 7: Review of the Results, in Relation to Training, of the ICAO Global Implementation Support Symposium (GISS 2024)

Agenda Item 8: ICAO Training Workshop and Round Table discussions

Agenda Item 9: Election of Rapporteur and Vice-Rapporteur

Agenda Item 10: Other Business

Agenda Item 2: Follow-up on Valid Conclusions and Decisions from Previous Meetings

2.1 Under WP/02, the Secretariat presented a review of previous conclusions and decisions of NAM/CAR/CATC/WG meetings, highlighting their impact on the NAM/CAR States and Regions aviation safety, air navigation and security implementation.

2.2 After reviewing the outcomes of each of the conclusions and decisions presented, the Meeting considered necessary to reiterate the requests for:

- Ratification of interest in continuing as member of the Group (C7/3).
- Designation of focal points to recollect information on training needs (C7/1a).
- Respond to the training needs survey (D EXT/2b).
- Provision of information regarding the member's training offering (D EXT/1).
- Provision of information regarding available resources for contingencies (D EXT/2a).

2.3 As a result of the discussions, the Meeting agreed on the following Conclusions:

CONCLUSION	
NAM/CAR/CATC/WG/8/1	CONFIRMATION OF MEMBERSHIP AND COMMITMENT IN PARTICIPATING IN THE GROUP'S ACTIVITIES
What: That, to ensure effective participation in the activities of the NAM/CAR/CATC/WG: a) NAM/CAR/CATC/WG Members – States/Organizations that have training organizations that appear as members/PoC of the Working Group (NAMCARCATCWGPoCsEN.pdf (icao.int)) - and have not yet done so, reaffirm the interest in continuing as members and the commitment in supporting their effective participation in the Group's activities by 30 September 2024 . b) the Secretariat to update the WG PoC list/ Group's membership, by 30 September 2024 , those organizations that did not provide the reaffirmation as requested in a) above.	Expected impact: <input type="checkbox"/> Political / Global <input checked="" type="checkbox"/> Inter-regional <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical
Why: To ensure effective participation in dealing with matters relating to training in the NAM/CAR Regions.	
When: By 30 September 2024	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input checked="" type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:	NAM/CAR Training Centres

CONCLUSION	
NAM/CAR/CATC/WG/8/2	PROVISION OF INFORMATION ON TRAINING OFFERS
What: <p>That, in order to enhance the sustainable training provision and the continuous regional collaboration on training support, the NAM/CAR/CATC/WG Members that have not yet done so:</p> <p>a) fill out the training offer spreadsheet and send it to the Secretariat by 30 September 2024; and</p> <p>b) respond to the training needs survey by 30 September 2024.</p>	Expected impact: <input type="checkbox"/> Political / Global <input checked="" type="checkbox"/> Inter-regional <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical
Why: <p>To ensure a thorough assessment of training requirements and foster effective regional cooperation for enduring training advancement.</p>	
When: By 30 September 2024	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:	NAM/CAR Training Centres

CONCLUSION	
NAM/CAR/CATC/WG/8/3	PROVISION OF INFORMATION ON THE AVAILABLE RESOURCES
What: <p>That, in order to ensure the continuity of critical training services in the NAM/CAR Regions in case of unforeseen severe (crisis) situations, the NAM/CAR/CATC/WG members that have not yet done so, send the Secretariat the information on the available resources (facilities, technological resources and human talent) in their training organizations by 30 September 2024.</p>	Expected impact: <input type="checkbox"/> Political / Global <input checked="" type="checkbox"/> Inter-regional <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical
Why: <p>To support States in the NAM/CAR Regions in adopting contingency measures for their training organizations when necessary.</p>	
When: By 30 September 2024	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:	NAM/CAR Training Centres

CONCLUSION	
NAM/CAR/CATC/WG/8/4	FOCAL POINT FOR THE EXCHANGE OF TRAINING NEEDS INFORMATION WITH TRAINING CENTRES
What: That, in order to ensure the exchange of training information among the States and foster the appropriate development of training to support the needs in the NAM/CAR Regions, the States that have not yet done so, designate a focal point to interact with the NAM/CAR/CATC/WG regarding the provision of information on training needs in all areas that make up the State's civil aviation system (including those eventually under the management of other authorities), informing the Secretariat by 30 September 2024.	Expected impact: <input type="checkbox"/> Political / Global <input checked="" type="checkbox"/> Inter-regional <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical
Why: To guide the NAM/CAR/CATC/WG's activities in search of a more synergistic and efficient action	
When: By 30 September 2024	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> Other:	

2.4 As a consequence of the aforementioned conclusions, it was determined that all Conclusions and Decisions from previous Meeting had been completed as follows:

- Conclusions C 7/1b and C 7/2a were superseded by D EXT/2.
- Decisions/Conclusions D 6/1, D 6/2, C 6/4, C 7/1a, C 7/1c, C 7/2b, C 7/3, C 7/4, C 7/5, D EXT/1 and D EXT/2 were considered completed.

Agenda Item 3: Presentation of the NAM/CAR/CATC/WG Training Offerings Webpage

3.1 Under Presentation P/02, the Secretariat informed the Meeting on the area created in the ICAO NACC Regional Office's webpage to present the training offerings of the NAM/CAR/CATC/WG members.

NAM/CAR/CATC/WG Training Offering in the NAM/CAR Regions Training Centres						
For more information on each course, click the ellipsis [...] at the end of each row to obtain full details.						
✓ Instruction Area - Área de instrucción	Course - Curso	Modality - Modalidad	Language - Idioma	Hours - Horas	Training Center - Centro de Instrucción	
Instruction Area - Área de instrucción : Administrative - Administrativos (6)						
Administrative - Administrativos	Fundamentos de Seguridad de la Información	Virtual	Español	3	Academia Superior de Ciencias Aeronáuticas (ASCA) del IDAC	...
Administrative - Administrativos	Fundamentos del Sistema de Gestión de Calidad	Presencial/Virtual	Español	35	Academia Superior de Ciencias Aeronáuticas (ASCA) del IDAC	...
Administrative - Administrativos	Gestión de Riesgo de Seguridad de la Información	Virtual	Español	2	Academia Superior de Ciencias Aeronáuticas (ASCA) del IDAC	...
Administrative - Administrativos	Manejo de sustancias Químicas	Presencial	Español	8	Academia Superior de Ciencias Aeronáuticas (ASCA) del IDAC	...
Administrative - Administrativos	Seminario Hacia la cultura del servicio integral al cliente	Presencial/Virtual	Español	8	Academia Superior de Ciencias Aeronáuticas (ASCA) del IDAC	...

3.2 The Secretariat demonstrated the characteristics of the page and the way in which the information is arranged and can be accessed.

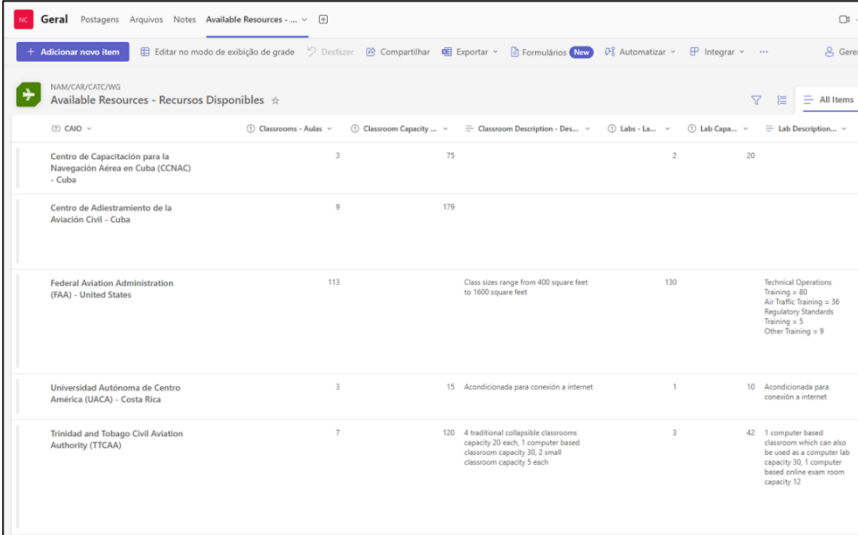
3.3 Furthermore, the Secretariat also mentioned that it only received information from the following members:

- Academia Superior de Ciencias Aeronáuticas (ASCA) del IDAC
- Centro Internacional de Instrucción de Aeropuertos y Servicio Auxiliares (CIIASA) "Ing. Roberto Kobeh González"
- Escuela de Seguridad de la Aviación Civil (ESAC)
- Federal Aviation Administration.

3.4 During the presentation, the Secretariat raised the fact that not all the members had responded to the survey launched in 2023, thus the information collected might not be comprehensive. This reinforced the convenience of issuing Draft Decision NAM/CAR/CATC/WG/8/2 and urged again all the members to submit their information.

Agenda Item 4: Presentation of the Virtual Space to List the Available Resources in Cases of Contingency

4.1 Under P/02, the Secretariat introduced to the Meeting the space created in Microsoft Teams (MS) to store the information provided by members in regard to the resources to be made available in cases of contingency.



CAIO	Classrooms - Aulas	Classroom Capacity	Classroom Description - Des...	Labs - La...	Lab Cape...	Lab Description...
Centro de Capacitación para la Navegación Aérea en Cuba (CCNAC) - Cuba	3	75		2	20	
Centro de Adiestramiento de la Aviación Civil - Cuba	9	179				
Federal Aviation Administration (FAA) - United States	113		Class sizes range from 400 square feet to 1600 square feet	130		Technical Operations Training = 60 Air Traffic Training = 36 Regulatory Standards Training = 5 Other Training = 9
Universidad Autónoma de Centro América (UACA) - Costa Rica	3	15	Acondicionada para conexión a internet	1	10	Acondicionada para conexión a internet
Trinidad and Tobago Civil Aviation Authority (TTCAA)	7	120	4 traditional collapsible classrooms capacity 20 each, 1 computer based classroom capacity 30, 2 small classroom capacity 5 each	3	42	1 computer based classroom which can also be used as a computer lab capacity 30, 1 computer based online exam room capacity 12

4.2 The Secretariat informed that access to this area was granted by invitation and that each member must send an access request to the Secretariat via email (nacc-tc@icao.int) with the subject "Access request to the Training Available Resources virtual space in MS Teams".

4.3 The Vice-Rapporteur explained that, although the idea was to list the resources available for contingency cases, nothing would prevent members from using this information to request support from other members in situations of need that do not constitute a crisis.

4.4 To the date of the Meeting, the Secretariat had received inputs from:

- Academia Superior de Ciencias Aeronáuticas (ASCA)
- Centro de Capacitación para la Navegación Aérea en Cuba (CCNAC)
- Centro de Adiestramiento de la Aviación Civil
- Federal Aviation Administration (FAA)
- Instituto Centroamericano de Capacitación Aeronáutica (ICCAE) - COCESNA
- Trinidad and Tobago Civil Aviation Authority (TTCAA)
- Universidad Autónoma de Centro América (UACA).

4.5 This reinforced the convenience of issuing Decision NAM/CAR/CATC/WG/8/3.

Agenda Item 5: The Use of Artificial Intelligence (AI) in Training

5.1 Under P/03, COCESNA's Central American Institute for Aeronautical Training (ICCAE) presented the ongoing work at the Institute aimed at using artificial intelligence in courses' development.

5.3 It demonstrated how AI can accelerate the process of designing and structuring courses, considering all current national and international regulations and any other constrains, inviting everyone to consider the implications related to this advancement and how to prepare for it.

5.4 Further discussions on the use of AI were made under Agenda item 8.

Agenda Item 6: ICAO Training and TRAINAIR PLUS Programme Updates: Challenges and opportunities through enhanced training activities

6.1 Under P/04, the Secretariat presented the progress on ICAO Training activities carried out by the Global Aviation Training Section (GAT) of the Capacity Development and Implementation (CDI) Bureau.

6.2 The Secretariat reminded that the TRAINAIR PLUS Programme (TTP) is a network of over 120 recognized training organizations - including training arms of civil aviation authorities, government or private airlines, airports, and air navigation service providers - all working to provide quality and standardization in aviation training.

6.3 The Secretariat emphasized the various operational features and initiatives GAT has implemented within the TTP available to all members, aimed at enhancing the training activity of the network, for greater collaboration, recognition, and dissemination of ICAO Training, as follows:

- ICAO training supports gender equality
- GAT strategy in support of TPP members by ICAO regions
- Strategies to reduce costs associated with training at regional level
- Sharing of training miles among TPP members
- Mandatory Miles for ICAO Training Package (ITP) Online Courses
- Optional mandatory miles for the delivery of Standard Training Packages (STP)
- Updated STP exchange process
- Operational rules
- Newly developed courses.

6.4 The main challenges regarding training in the regions were identified and reported under Agenda Item 8.

Agenda Item 7: Review of the results, in relation to training, of the ICAO Global Implementation Support Symposium (GISS) 2024

7.1 Under P/05, the Secretariat presented the results of the GISS 2024 in relation to aviation training matters. At that event, several partnerships were signed for the development and implementation of courses, while two interesting Panels addressed training matters. The Meeting was invited to note the importance of this event on support for training as part of effective implementation.

7.2 The Panel "Measuring Impacts of Emerging Technologies in Aviation Training" discussed how technology is impacting aviation training, in particular:

- immersive and interactive technologies create high-fidelity experiences, facilitating transfer to on-the-job outcomes, particularly in safety-critical areas
- emerging technologies contribute to the development of non-technical skills, such as decision-making, situational awareness, teamwork through the strengths of branching and AI
- focus should be on the learning outcome, rather than a task-to-tool approach
- regulatory considerations are at the seminal stage, currently tech augment rather than replaces training.

7.3 The "Future-Ready Aviation Workforce – Embracing Mobility and Agility" Panel discussed ways to face the shortage of aviation personnel head-on, addressing:

- the identification of the primary factors contributing to the current state of personnel shortages in aviation – impact of the pandemic, natural attrition, perception of the industry now versus in the past
- the role of competency-based training and assessment in creating a mobile and sustainable workforce
- factors that contribute to a future-ready workforce – automation, technology, links with colleges and universities.

7.4 Also as part of the GISS 2024, the Executive Committee of the TRAINAIR PLUS Programme held its 15th meeting, and the Workshop "Optimizing Aviation Capacity within the TRAINAIR PLUS Network" was also held, covering the following subject among others:

- empowering Women Through Career and Leadership Development
- mechanism to Enhance Training Activities.
- Competency-Based Training and Assessment (CBTA) Exploring the Vital Role of Training Providers in the ATC Training Journey.

Agenda Item 8: ICAO Training Workshop and Round Table discussions

8.1 Under P/06, the Secretariat presented to the Meeting the methodology to be adopted in the ICAO Training Workshop, the objectives of which were:

- identify collective solutions to address challenges faced by training organizations at a regional level
- Share best practices and propose innovative approach to the challenges presented in each working table.

8.2 The Meeting participants were distributed across five working tables, each one having a specific topic to be discussed, as follows:

TOPIC		DISCUSSION GUIDE
1	Regional Availability of Qualified Instructors	An increase demand is present for Training courses across the regions, there is also a need for creating a regional pool of qualified instructors to optimize efficiency. In this context, define a regional strategy and mechanism for the NAM/CAR/CATC/WG to enhance collaboration and ensure sufficient instructors are available across all technical areas.
2	Alignment of National and Regional Training Needs	Given increased multi-stakeholder involvement in aviation training, there are increasing communication gaps and inefficiencies created at national and regional levels. In this context, how can the NAM/CAR/CATC/WG engage more actively with government and the industry to raise awareness and become key players in supporting course development and delivery based on national and regional training plans (i.e. collaboration to select relevant courses to be developed and delivered)?
3	Regional Standardization and Harmonization of Training Programmes by Area	Discuss the challenges and benefits of having the standardization/harmonization of training programmes regionally. How can the NAM/CAR/CATC/WG address and contribute to this matter? Provide recommendations and next steps for a potential future implementation.
4	The Role of Training in the Empowerment of Women in Aviation	Given the heightened importance for gender equality in aviation, there is an emerging need for career and leadership development for women in aviation. How can the NAM/CAR/CATC/WG increase efforts and collaborate to further achieving this goal? What strategic approach can be formulated to encourage this initiative to influence decision makers to approve funding for their female staff development?

TOPIC		DISCUSSION GUIDE
5	Challenges and Opportunities in adopting Artificial Intelligence (AI) to Improve Aviation Training Practices	Explore the challenges and opportunities of adopting AI in aviation training practices for the NAM/CAR/CATC/WG. What challenges should be addressed, and what potential improvements does the working table foresee to harness AI's benefits for a safer and more efficient aviation industry?

8.3 OUTCOMES OF THE DISCUSSIONS - WORKING TABLE 1

8.3.1 Along the session, Working Table 1 understood that the following are relevant aspects to be considered in order to create a database of instructors:

a) gathering of information on:

- the regional demand for courses, in order of priority, to allow the preparation of an action plan according to an urgency parameter
- the availability of qualified instructors in the NAM/CAR region by course/language, to allow determination of the regional gap
- the most frequent causes of cancellation of scheduled courses, to identify how many of them are due to reasons related to the availability of instructors
- major challenges faced by States in the qualification process of an instructor.

Note: It was understood that the best approach for an instructors' database should be limiting initially the scope to the TRAINAIR PLUS Programme courses, thus most of the information to be gathered shall be provided by ICAO/GAT.

b) activate a Task Force to, based on the information gathered, develop a Work Plan proposal with a view to creating a database of instructors in the NAM/CAR region. The proposal must include:

- identified capacity of States
- a strategy, in coordination with ICAO, for States to promote and improve the qualification process taking into account requirements, available resources, collaboration aspects and internal capabilities
- a communication mechanism of said strategy through NAM/CAR/CATC/WG.

8.3.2 As a result of its discussions, the Meeting agreed on the following Conclusion:

CONCLUSION	
NAM/CAR/CATC/WG/8/5	REGIONAL DATABASE OF QUALIFIED INSTRUCTORS
What: <p>That, in order to allow the establishment of a regional database of qualified instructors:</p> <p>a) the Secretariat provide the NAM/CAR/CATC/WG, by 30 September 2024, with</p> <p>i. a report on the demand for TRAINAIR PLUS courses in the NAM/CAR region, in order of priority, and with a summary of the most frequent causes of cancellation of scheduled courses.</p> <p>ii. a list of TRAINAIR PLUS qualified instructors in the NAM/CAR region by course/language; and</p> <p>b) form a Regional Database of Qualified Instructors Task Force to virtually work on the development of a Work Plan for the establishment of such database, to be submitted to the NAM/CAR/CATC/WG by 30 September 2024.</p>	Expected impact: <p><input type="checkbox"/> Political / Global</p> <p><input checked="" type="checkbox"/> Inter-regional</p> <p><input type="checkbox"/> Economic</p> <p><input type="checkbox"/> Environmental</p> <p><input checked="" type="checkbox"/> Operational/Technical</p>
Why: <p>Having the availability of instructors at regional level contributes to the provision of training, favouring the efficiency of aviation systems.</p>	
When: By 30 September 2024	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input type="checkbox"/> States <input checked="" type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:	NAM/CAR/CATC/WG

8.4 OUTCOMES OF THE DISCUSSIONS - WORKING TABLE 2

8.4.1 As a result of its discussions, Working Table 2 identified the following challenges and barriers when considering the alignment of national and regional training needs:

a) Commitment issues

Training faces issues from all stakeholders at all levels, but this is nothing new. Some of these issues are:

- lack of trainee understanding. *Oftentimes, trainees do not have a proper understanding of why training is important to them specifically, especially recurrent training for a job they perform already.*
- conflicting priorities for management. *Direct supervisors or trainee colleagues interrupt training for other work priorities deemed more important than training.*

- disconnected leadership. *Leaders within government often do not have an aviation background and do not see how training supports their aviation system.*
- underfunding of training initiatives. *Lack of parliamentary support for training initiatives require constant cost-benefit analysis of what training to prioritize.*

b) Location and opportunity cost

There are many courses that are not offered in the region or that have too few offerings, but people still need training. This means finding courses anywhere, which can be cost prohibitive. Meanwhile, training managers are always worried about the bottom line and would rather focus resources on courses that are known to self-fund or even make a profit.

Aspects related:

- travel costs. *Some courses cannot be taught virtually and aren't available in the region, requiring expensive travel*
- cancelled courses. *Due to the prohibitive costs, courses requiring travel may get cancelled due to lack of demand*
- the bottom-line matters. *Civil Aviation Training Centres (CATCs) are hesitant to offer courses they are not sure they can fill and recoup costs on.*

c) Siloing and duplication at State level and industry

- every organization creates training. Often, even the same training
- duplicate training offerings. There may be too much supply for courses without matching demand
- lack of standardization.

8.4.2

The Working Table then identified the following opportunities/outcomes:

a) Communication is key

CATCs need better tools to share planned training before schedules go live:

- This could be in the form of a dashboard, supported by the ICAO NACC Office, that only CATCs have access to.
- The dashboard would allow for CATCs to announce potential courses, identify duplication, and reprioritize course offerings based on regional understanding of capacity and need.
- This dashboard could also serve as a tool to announce a need for specific course topics. This would allow CATCs to more confidently offer training that they normally would not with the knowledge that demand is there.

b) Work at home

- Future-proof
 - o Long-term advantage of regional training. CATCs must communicate the benefit and savings of offering more training within the region.
- Continuous visibility
 - o Leadership needs to understand the importance. Training is an afterthought in large part because of poor understanding. CATCs must market the need for training continually.
- Added value
 - o Regionality saves money. Bringing training home can save cost and support CATCs in the region instead. CATCs must make a good case for investing in training to get the returns.

c) Sharing is caring

- development of aviation awareness. *Don't just focus on your leaders, look into the future. Develop programs that expand awareness of the complexity of aviation with adults and in schools*
- exchange programme. *CATCs should explore the possibility of sharing instructions across the region. This could be accomplished by seconding instructors to other CATCs for continuous improvement and development. It can also better spread resources across the region, should one CATC have extra instructors and no space available*
- what works for you? *Regional CATCs should continually share new ways of conducting training and raising awareness so everyone can learn from each other.*

8.4.2 The outcomes of the discussions carried out by Working Table 2 will remain as future potential lines of action for the NAM/CAR/CATC/WG.

8.5 OUTCOMES OF THE DISCUSSIONS - WORKING TABLE 3

8.5.1 As a result of its discussions, Working Table 3 identified the following benefits associated with the regional standardization and harmonization of instructional programmes:

- a) harmonize the application of procedures
- b) contribute to guaranteeing the operational security levels of the region through the creation of standardized capabilities
- c) standardize general or minimum content of instructional programs, based on ICAO standards
- d) internationalize the qualification of technical personnel, for the purposes of sharing outsourcing resources under specific agreements.

8.5.2 On the other hand, the Table identified the following challenges:

- a) specific regulations of each State for competency development issues
- b) socio-cultural barriers
- c) Adoption of the proposal *per se*.

8.5.3 The following recommendations were made by Working Table 3:

- a) Form a Task Force to develop a Work Plan proposal for the standardization and harmonization of courses in the NAM/CAR Regions
Note 1: The proposal must be based on ICAO standards regarding the general contents of training programs in each area.
Note 2: The Task Force must organize itself internally, establishing a calendar of activities to carry out the work.
Note 3: Task Force's activities will be carried out virtually.
Note 4: The scope of the Work Plan will be initially limited to civil aviation inspector courses.
- b) Each member of the NAM/CAR/CATC/WG must appoint a Coordinator to liaise with specialists in each area of instruction within their organization's academic offering.
- c) Under the leadership of the Rapporteur, the NAM/CAR/CATC/WG will evaluate the proposal and determine next actions.

8.5.4 As a result of its discussions, the Meeting agreed on the following Decision:

DECISION NAM/CAR/CATC/WG/8/6		REGIONAL STANDARDIZATION AND HARMONIZATION OF INSTRUCTIONAL PROGRAMMES	
What: That, in order to allow the regional standardization and harmonization of instructional programmes: a) a Regional Standardization and Harmonization of Instructional Programmes Task Force be formed to virtually work on the development of a Work Plan for the standardization and harmonization of civil aviation inspector courses in the NAM/CAR Regions, to be submitted to the NAM/CAR/CATC/WG by 30 September 2024 ; and b) each member of the NAM/CAR/CATC/WG appoint a liaison officer, by 30 September 2024 , to coordinate with specialists in each area of instruction within their organization's academic offering.		Expected impact: <input type="checkbox"/> Political / Global <input checked="" type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical	
Why: To allow the preparation of an action plan for the establishment of the database			
When: By 30 September 2024		Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed	
Who: <input type="checkbox"/> States <input checked="" type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:		NAM/CAR/CATC/WG Members	

8.6 OUTCOMES OF THE DISCUSSIONS – WORKING TABLE 4

8.6.1 As a result of its discussions, Working Table 4 identified the following benefits associated with the empowerment of women in aviation training:

- a) Intuitive leadership in your areas of work.
- b) A better organization in the aviation sector.
- c) An image of dialogue.
- d) Complementary in a negotiation environment (Improved customer service).
- e) It has more empathy at an educational level with its student audience.
- f) Image of confidence.
- g) Hidden talents.
- h) It has creativity.
- i) Handles many themes.
- j) Positive economic impact.

8.6.2 On the other hand, the Table identified the following challenges:

- a) Education at home.
- b) Personal empowerment.
- c) Standardize gender equality.
- d) Compliance as a media society.
- e) Our countries are advancing, but slowly towards equity.
- f) Motivation towards equity is not promoted in our society.
- g) Misperception of aviation as a masculine career.
- h) Structure aeronautical education for new generations by motivating their participation in aeronautical education for women.
- i) Lack of female role models.
- j) High costs of aeronautical education.
- k) Lack of support for the care of children.

8.6.3 The discussions held led the Working Table 4 to understand that actions such as those listed below would be necessary to increase women's participation in the aviation context:

- a) Organizational climate training in the aviation industry (leadership, teamwork and gender equality).
- b) Generation of conferences and seminars for young women aimed at empowerment in the aviation industry.
- c) Programs and seminars on environments free of violence against women.
- d) Scholarship and Opportunity Program from the Aeronautical Instruction Centres that motivate women to participate in the different areas of aviation.
- e) Image in advertising formats that reflect women as men.
- f) Balance in Management and Operational positions in the aeronautical industry for both genders.
- g) Increase the visibility of women in aviation.
- h) Organize workshops and events for girls.
- i) Provide scholarships and grants specifically for women.

- j) Implement diversity and inclusion training for instructors and individuals.
- k) Establish policies and procedures against harassment and discrimination.
- l) Offer flexible learning options.
- m) Develop internship programs and employment opportunities.
- n) Participate in research and development initiatives.

8.6.4 The outcomes of the discussions carried out by Working Table 4 will remain as future potential lines of action for the NAM/CAR/CATC/WG.

8.7 OUTCOMES OF THE DISCUSSIONS – WORKING TABLE 5

8.7.1 As a result of its discussions, Working Table 5 identified the following challenges associated with the adoption Artificial Intelligence (AI) to improve aviation training practices:

- a) New technologies lack aviation standards or regulations.
- b) Authentication of data - ensuring the control of information, source of information is trustworthy.
- c) Security of organizational information.
- d) Biases in information.
- e) Buy in from organizations - leadership to users, change in processes.
- f) Initial and sustainment costs of technologies.
- g) Copyright, intellectual property rights.
- h) Decrease in critical thinking skills with the use of AI.
- i) Recovery from Information Technology (IT) failures.
- j) Ethical questions.

8.7.2 On the other hand, the Table identified the following opportunities:

- a) Generate codes/solutions in natural language without need to learn to code.
- b) Aid in time management which increases efficiency.
- c) Potential of higher productivity by simplifying the initial generation of products/documents.
- d) Eliminate language barrier - enable clear communications.

8.7.3 The following aspects were identified by the Table as important to be considered when adopting AI technologies in training development and implementation:

- a) Adopt/develop standards such as ISO 42001 (Artificial Intelligence Management System).
- b) Organizations need to decide the extent in which AI is adopted and implemented to address:
 - Security and privacy issues.
 - Scope of AI model and searches.
 - Contingency and return to work processes.

8.7.4 The outcomes of the discussions carried out by Working Table 5 will remain as future potential lines of action for the NAM/CAR/CATC/WG.

Agenda Item 9: Election of Rapporteur and Vice-Rapporteur

9.1 Under this Agenda Item, the Meeting elected the Rapporteur and Vice-Rapporteur for the next three-year term, in accordance with the Group's Terms of Reference.

9.2 The Meeting welcomed the granting of a new term to the current rapporteur team, thus maintaining Mr. Raul Melchor (ICCAE) as Rapporteur and Ms. Clara Fernandez (ASCA) as Vice-Rapporteur in recognition of the good results and achievements made by the group.

Agenda Item 10: Other Business

10.1 Under WP/03, Civil Aviation Security School (ESAC) of Dominican Republic Specialized Corps for Airport and Civil Aviation Security (CESAC) raised the need to promote the development of initial and periodic training on cybersecurity risk management for all personnel who manage and install critical information technology systems and perform maintenance tasks. With the support of ICAO, the aim is to develop risk management training where training centres can have a unified idea on the issue of acts of unlawful interference through cyberattacks, for which coordination with the ICAO NAM/CAR/SAM AVSEC/FAL/RG and the ICAO NACC RO would be conducted.

10.2 Under IP/02, the Airport Security Division (DSA) of Honduras presented the proposal for the creation of the National Civil Aviation Security School (ENSAC), a national training centre for the instruction and training of personnel. which is carried out in activities specific to Civil Aviation Security.

10.3 The Secretariat invited the Airport Security Division (DSA) of Honduras to sign the Declaration of Intent (DoI) for regional training collaboration between the Civil Aviation Training Centres of the North American (NAM) and Caribbean (CAR) Regions. The Meeting suggested DSA to also coordinate with the ICAO NAM/CAR/SAM AVSEC/FAL/RG for its consideration within the existing Aviation Security Training Centres (ASTCs)

10.4 Under this Agenda Item, ICCAE informed its intention to host the NAM/CAR/CATC/WG/9 in its facilities in El Salvador. The Secretariat recalled the Meeting that the dates of the NAM/CAR/CATC/WG/9 will only be proposed after a decision on the dates of the next year's Directors of Civil Aviation Meeting (NAM/CAR/DCA/13) be made, which is tentatively scheduled for May 2025.