



# ICAO

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

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**Ninth North American, Central American and Caribbean Working Group Meeting (NACC/WG/09)**  
Mexico City, Mexico, 30 September to 04 October 2024

**Agenda Item 4: Follow-up to the NACC/WG 2023-2024 work plan**

**REPORT OF THE NAM/CAR REGIONAL CONTINGENCY AND EMERGENCY PLANNING  
AND RESPONSE MEETING (NAM/CAR/CONT/4)**

(Presented by the Secretariat)

EXECUTIVE SUMMARY	
This Paper provides information of the outcomes from the Fourth NAM/CAR Regional Contingency and Emergency Planning and Response Meeting (NAM/CAR/CONT/4)	
<i>Strategic Objectives:</i>	<ul style="list-style-type: none"><li>• Safety</li><li>• Air Navigation Capacity and Efficiency</li></ul>
<i>References:</i>	<ul style="list-style-type: none"><li>• Final Report of the Third GREPECAS–RASG-PA Joint Meeting / Twenty-first Meeting of the Caribbean and South American Regions Planning and Implementation Group (GREPECAS/21). Santo Domingo, Dominican Republic, 14 to 17 November 2023</li><li>• Final Report of the Fourth NAM/CAR Regional Contingency and Emergency Planning and Response Meeting (NAM/CAR/CONT/4), On-line, 28 May 2024</li></ul>

**1. Introduction**

1.1 Since the Fourth NAM/CAR Air Navigation Implementation Working Group Meeting ANI/WG/4, Miami, United States, 21 to 24 August 2018, the ICAO NACC Regional Office has been working a Caribbean Regional Contingency Planning and Response strategy, in order to address the disruption, or potential disruption, of Air Traffic Services (ATS) and related supporting services in the CAR Region.

1.2 As part of this strategy, the ICAO NACC Regional Office organizes the NAM/CAR Regional Contingency and Emergency Planning and Response Meeting, which takes place annually before the starting of the hurricane season. The main purposes of this meeting are: follow-up for review and update

the ATS contingency plan for States and Territories of the CAR Region; inform on any activity undertaken regarding the regional planning and response to contingencies; and make the necessary arrangements to prepare for the hurricane season.

## **2. Fourth NAM/CAR Regional Contingency and Emergency Planning and Response Meeting (NAM/CAR/CONT/4)**

2.1 Fourth NAM/CAR Regional Contingency and Emergency Planning and Response Meeting (NAM/CAR/CONT/4) was held On-line, on 28 May 2024. The Meeting reviewed the ICAO requirements for ATS contingency planning, provided information regarding the regional agreements for contingency planning and updated the results of the Twenty-first Meeting of the Caribbean and South American Regions Planning and Implementation Group (GREPECAS/21), held in Santo Domingo, Dominican Republic, from 15 to 17 November 2023.

2.2 GREPECAS approved Conclusion GREPECAS/21/09 – *ACTIONS TO STRENGTHEN CONTINGENCY PLANNING IN THE CAR/SAM REGIONS*. This Conclusion asked the Secretariat to develop and promote a comprehensive strategy to improve contingency planning in the Air Navigation Services (ANS) of the CAR/SAM Regions, including guidelines for the establishment of level 1 and level 2 contingency plans by GREPECAS/22.

2.3 To comply with Decision GREPECAS/21/09 – *ACTIONS TO STRENGTHEN CONTINGENCY PLANNING IN THE CAR/SAM REGIONS*, and to be able to strengthen the planning and preparation of States in contingency and crisis management, a Special Implementation Project (SIP) was approved by the ICAO Air Navigation Bureau to develop guidance material for Air Traffic Management (ATM) contingency planning, to enhance regional guidance for Level 1 (internal State plans dealing with internal/domestic coordination actions for the Air Navigation Services Providers (ANSPs)) and Level 2 (bilateral contingency plans involving two or more States) contingency plans.

2.4 Thanks to the support of the Air Navigation Cuban Company (Empresa Cubana de Navegación Aérea (ECNA)) and the coordination of the Civil Aeronautics Cuban Institute (Instituto de Aeronáutica Civil de Cuba (IACC)), the first deliverable of the project is complete. This first deliverable includes recommendations to enhance the resiliency of ATS, addressing several key topics to ensure the availability of ATS, like infrastructure, Communication Navigation and Surveillance (CNS), operational considerations and other aspects (availability of personnel, social unrest, etc).

2.5 The second deliverable of the project addresses guidance material for contingency bilateral Letters of Agreement (LoAs) and complement some parts of the first deliverable. The project will be completed in November 2024 and the guidance material will be available to States and included into the GREPECAS Regional Guidance.

## **3. Next steps**

3.1 Upon the completion of the SIP referenced in Section 2.3, several training activities will be conducted.

3.2 The Fifth NAM/CAR Regional Contingency and Emergency Planning and Response Meeting (NAM/CAR/CONT/5) will be focused on Levels 1 and 2 Contingency Planning.

#### **4. Conclusions**

4.1 Contingency planning and response continues to be a topic of high interest for ICAO.

4.2 ICAO is in the process to harmonize the ATM contingency activities across the regions.

4.2 Recognizing that the nature of the circumstances leading to ATM contingencies rarely occur in isolation, the ICAO NACC Regional Office is working to expand the scope of its contingency planning and response strategy, providing a more holistic approach to contingency planning and response.