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Международная
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航空组织

When replying please quote:

Ref.: NT- NE 57-1 — **E.OSG- NACC112505**

10 July 2024

To: States, Territories and International Organizations

Subject: **Invitation – Ninth North American, Central American and Caribbean Working Group Meeting (NACC/WG/9)**
ICAO NACC Regional Office, Mexico City, Mexico, 30 September to 4 October 2024

Action

- Required:
- 1) Transmittal of additional items to the Provisional Agenda by **15 August 2024**
 - 2) Submission of documentation by the deadlines provided in this letter;
 - 3) Register participation by **25 September 2024**

Dear Sir/Madam,

I wish to invite your Administration/Organization to participate in the Ninth North American, Central American and Caribbean Working Group Meeting (NACC/WG/9), to be convened at the ICAO NACC Regional Office, Mexico City, Mexico, from 30 September to 4 October 2024.

The meeting aims to follow-up on NAM/CAR regional air planning activities, integrate the performance of the activities of the different regional Task Forces into a single NACC/WG regional work plan, consolidate innovation activities into the air navigation, and update the Group's work plan for the 2024-2025 period. Also, the different Task Forces that are part of the NACC/WG (AIM, AGA, ATM, CNS, MET, E/CAR/CAT/WG and the ATS contingency meetings) will monitor the implementation progress based on indicators of the Regional Performance Dashboard. The working languages of the meeting will be **English** and **Spanish**, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

The Provisional Agenda and Schedule of the event are at **Appendices A and B** respectively. States wishing to submit proposals for the addition of items should do so by **15 August 2024**. We would appreciate confirmation of your participation by **25 September 2024** by registering here: <https://forms.office.com/r/f3isFEEij2>

The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the “*Visiting Our Office?*” Section of the ICAO NACC Regional Office website (http://www.icao.int/NACC/Pages/visitors_info.aspx). Participants are encouraged to make reservations directly with the hotel(s) promptly.

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All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Considering the availability of electronic documentation, no hard copies will be distributed during the event.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Word/PowerPoint format using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

Working Papers must be submitted in both languages, English and Spanish no later than 25 September 2024. Information Papers will be published only in the language(s) presented. The deadline to receive documentation is **25 September 2024**.

If you require any further information, please contact Mrs. Mayda Ávila, Regional Officer, Communications, Navigation and Surveillance, through nacc-cns@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:

*A – Provisional Agenda; B – Schedule; C – Working Paper template;
D – Information Paper template; E – Appendix template*

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ICAO

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

**Ninth North American, Central American and Caribbean Working Group Meeting
(NACC/WG/9)**

Mexico City, Mexico, 30 September to 04 October 2024

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1:** Review and Approval of the Meeting Agenda, Work Modality and Schedule
- Agenda Item 2:** Follow-up to the Conclusions and Previous Agreements of the NACC/WG, CAR/SAM Planning and Implementation Regional Group (GREPECAS) and regional initiatives related to air navigation
- Agenda Item 3:** Actions for the development of the Air Navigation Plans of the States and the CAR/SAM Plan and progress in regional performance dashboards
- Agenda Item 4:** Follow-up to the NACC/WG 2023-2024 work plan
- Agenda Item 5:** NACC/WG Work Programme 2024-2025
- Agenda Item 6:** Other business

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**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Review and approval of the meeting agenda, work modality and schedule.

Under this Agenda Item, the Agenda, Schedule and work modality will be reviewed and adopted.

Agenda Item 2: Follow-up to the Conclusions and Previous Agreements of the NACC/WG, CAR/SAM Planning and Implementation Regional Group (GREPECAS) and regional initiatives related to air navigation

Under this Agenda Item, the results and status of implementation of decisions and conclusions from other meetings that impact the work of the NACC/WG, conclusions and agreements related to GREPECAS, and other regional initiatives for air navigation purposes such as UAS/RPAS/AAM, cybersecurity, etc., will be followed-up.

Agenda Item 3: Actions for the development of the Air Navigation Plans of the States and the CAR/SAM Plan and progress in regional performance dashboards

Under this Agenda Item, the progress of the States in the development of their air navigation plans will be presented, as well as the regional implementation indicators in air navigation, these data with the results of the activities developed by the different Task Forces will set the activities of the Group' for the 2025 work plan.

Under this Agenda Item, the implementation of Vol. III of the CAR/SAM ANP will also be monitored, as well as the technical coordination action of the NACC/WG with the SAM Regional Implementation Group (SAM/IG).

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

Under this Agenda item, the meeting will follow up on the different Task Forces that will make up the NACC/WG (AIM, AGA, ATM, CNS, MET, E/CAR/CATWG and the ATS contingency meetings), reviewing the results of activities carried out under his leadership. Each Task Force and initiative must present the results of its activities according to its 2023-2024 work plan, the results obtained, the difficulties presented and the opportunities for improvement identified.

Furthermore, the Task Forces will be able to analyze the information presented and integrate and/or update the new regional needs to their different action plans. Based on the results presented and the analysis carried out during the meeting, the information that will be presented at the GREPECAS/22 meeting will be defined, in addition, other topics relevant to the Air Navigation Services (ANS) will be addressed.

Agenda Item 5: NACC/WG Work Programme 2024-2025

Under this Agenda Item, the NACC/WG work plan for 2024-2025 will be updated. In this regard, a joint plenary session will be held to develop and assign responsibilities and times to the different activities of the 2024-2025 work plan.

Agenda Item 6: Other business

Any additional matters proposed by participants and/or the Secretariat will be discussed under this Agenda Item.

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APPENDIX B
SCHEDULE

Hour	Monday 30 September	Tuesday 1 October	Wednesday 2 October	Thursday 3 October	Friday 4 October
08:30–09:00	<i>Opening and Group Photo</i>				
09:00–09:30	Agenda Item 1	Agenda Item 3 (Cont.)	Agenda Item 4	Agenda Item 5	Agenda Item 6
09:30–10:30	Agenda Item 2				
10:30–11:00	<i>Coffee break</i>				
11:00–12:30	Agenda Item 3	Agenda Item 3 (Cont.)	Agenda Item 4 (Cont.)	Agenda Item 5 (Cont.)	Agenda Item 6
12:30–13:30	<i>Lunch</i>				
13:30–15:00	Agenda Item 3 (Cont.)	Agenda Item 3 (Cont.)	Agenda Item 4 (Cont.)	Agenda Item 5 (Cont.)	Presentation of Draft Conclusions Closing
