E/CAR/CATG/9 — WP/10Rev
18/07/25

Ninth Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/9) Meeting
Miami, United States, 28 to 31 July 2025

Agenda Item 3:   **Follow-up of the activities of the E/CAR/CATG**
  3.3   Progress report of the Air Traffic Management (ATM) Committee

PROGRESS REPORT OF THE AIR TRAFFIC MANAGEMENT (ATM) COMMITTEE
(Presented by ATM Committee Rapporteur)

EXECUTIVE SUMMARY
This Working Paper presents a Summary of Discussions that emanated from the ATM Committee Meeting's activities from 2024 to 2025, taking in consideration, the E/CAR/CATG/8 Final Report.

Action:	Suggested actions are presented is Section 4.
Strategic Objectives:	• Safety • Air Navigation Capacity and Efficiency • Economic Development of Air Transport
References:	• E/CAR/CATG/8 Final Report – 22-24 October 2024 • E/CAR/CATG ATM Committee's Terms of Reference • E/CAR/CATG ATM Committee's Work Programme for 2024-2025 • Draft Minutes of 16th and 17th E/CAR/CATG ATM Committee Meetings • Minutes of "Side-Bar" Meeting with NACC ATM/SAR RO and E/CAR/CATG Chairperson - 25 March 2025 • Global Air Navigation Plan

1.   Introduction

1.1   The ATM Committee continues to work towards achieving its objectives through the application of a performance-based, risk management approach for the development, improvement and implementation of ATM matters for States/Territories within the E/CAR Region.

1.2   **Appendix A** provides the number of E/CAR ATM Committee Meetings between November 2024 to July 2025.

1.3   **Appendix B** provides the updated PoCs for the E/CAR/CATG ATM Committee for 2024 - 2025.

1.4   **Appendix C** provides the Conclusion E/CAR/CATG/8/01 – Enhanced Support for E/CAR States Revised Strategy to Support the Provision of Air Navigation and Aerodrome Services.

1.5   **Appendix D** provides the updated ATM Committee's Work Programme for 2024-2025.

1.6   **Appendix E** provides the ATM Committee's Terms of Reference (ToR).

2.   Discussion

2.1   **Meetings held by the E/CAR/CATG ATM Committee**

2.1.1   The E/CAR/CATG ATM Committee held two (2) Committee Meetings in March and July 2025, (Appendix A).

2.2   **E/CAR/CATG ATM Points of Contact (PoCs)**

2.2.1   The E/CAR/CATG ATM Committee's PoCs has been updated for the period 2024 – 2025. This is one of the largest E/CAR/CATG Committees, with there being a total of thirty-four (34) members from twelve (12) States/Territories.

2.3   **E/CAR/CATG/8 Valid Conclusion for the ATM Committee**

2.3.1   During the E/CAR/CATG/8 Meeting held from 22 to 24 October 2024, Conclusion E/CAR/CATG/8/01 was produced, with special reference being drawn to sections b) and c) of the Conclusion for the ATM Committee (Appendix C).

2.3.2   Discussions pertaining to this Conclusion were held during the 16th and 17th E/CAT/CATG ATM Committee Meetings with an attempt to establish the order of priority of these activities. One of the identified priorities involved an Instrument Flight Procedures Design (IFPD) Project for the E/CAR Region. During the Third Meeting of Rapporteurs of the North American, Central American and Caribbean Working Group (NACC/WG/RAP/03) Meeting, which took place in from 24 to 27 March 2025, a "Side-Bar" Meeting was held on 25 March 2025, involving the NACC ATM/SAR Regional Officer (RO) along with the NACC/WG Airspace Organisation, E/CAR/CATG SAR, E/CAR/CATG CNS and E/CAR/CATG ATM Rapporteurs to discuss the following matters of interest within the E/CAR Region:

- Airspace Optimisation (AO),
- Instrument Flight Procedure Design (IFPD) Project,
- Search and Rescue (SAR) Training,
- Aeronautical Information Management (AIM),
- Other Training Projects of Interest, and
- Any Other Business.

2.4   **Instrument Flight Procedures Design Project**

2.4.1   The ICAO NACC Office**,** through the NACC ATM/SAR RO, sourced funding for the IFPD Project for the E/CAR Region. It was proposed that five (5) participants [inclusive of four (4) from the E/CAR] would receive the requisite training, which was to occur in two (2) of the four (4) phases.

- **1st Phase** - Onsite PANS-OPS Basic Training
- **2nd Phase** - Virtual PANS-OPS OJT Initial

2.4.2   In April 2025, the NACC Office through the ATM/SAR RO, disseminated a request for the submission of E/CAR information for the review of the current airspace configuration for the Piarco Lower FIR airspace as part of the 1st Phase in the process of implementing the project to support **IFPD Inspection/Oversight in the Caribbean Region**. On the 25 April 2025, the ATM/SAR RO, hosted a virtual information teleconference associated with the evaluation of Piarco FIR Lower Airspace Design with the participation of E/CAR representatives and a Subject Matter Expert (SME), from the Dominican Institute of Civil Aviation (IDAC), Dominican Republic. Pursuant to this teleconference, Trinidad and Tobago granted access to the e-version of the E/CAR Aeronautical Information Publication (AIP) to the IFPD SME, which allowed the SME to attain the requisite information pertaining to the lower airspaces within the E/CAR Region.

2.4.3   Further information on the analysis of the Piarco Lower Airspace and the IFPD project can be found in WP/03 and WP/04 presented by the Meeting Secretariat. It is believed that regional collaboration along with the pooling of resources, will be important factors for the successful completion of this and other E/CAR/CATG Projects.

2.5   **Airspace Reorganisation (Optimisation)**

2.5.1   During the aforementioned "Side-Bar" Meeting held on 25 March 2025, the E/CAR ATM Rapporteur through the ATM Committee, was advised to schedule separate meeting/s with certain States/Territories (e.g. Antigua and Barbuda, Guadeloupe and Sint Maarten) and Trinidad and Tobago, to address matters such as the connection of the upper routes with lower routes. Further to this discussion, during the kick off meeting of the project to assess the Lower Airspace of the Piarco FIR, the NACC Airspace Optimization [now Airspace Management and Capacity Balancing (AMCB)] TF rapporteur advised that both Trinidad and Tobago and the AMCB TF was available to meet and support this project.

2.6   **Safety Assurance for ATS**

2.6.1   Following the E/CAR/CATG ATM Rapporteur's attendance at an ICAO Safety Intelligence and Safety Management Performance (SI SMP) Workshop in March 2024, along with the interest shown by States/Territories and the support of the ATM/SAR RO for the need of such a Workshop within the Caribbean Region, the ATM Rapporteur continued the process by following up with those States who have recognised Training Centres and may be interested in hosting a similar event.

2.6.2   Due to the persistence of the ATM Rapporteur, Trinidad and Tobago has shown interest in hosting a similar Workshop and the ATM/SAR RO in collaboration with the E/CAR/CATG Chairperson will be engaged to ascertain what will be required of the State to bring this training activity to fruition.

2.7   **Quality Assurance for ATS**

2.7.1   There are States/Territories within the E/CAR Region, which have Quality Assurance positions within their ANSP organisational structure (e.g. Antigua and Barbuda, St. Lucia, St. Vincent and the Grenadines, and Trinidad and Tobago) and there are those who have begun the process of establishing a quality assurance position within their ANSP organisational structure (e.g. Barbados).

2.7.2   Institutions such as the International Air Transport Association (IATA - https://www.iata.org/en/training/courses/qms) offer in-person courses in **Quality Management Systems (QMS) for Civil Aviation Authorities (CAA) and Air Navigation Service (ANS) Providers** and e-learning courses in **QMS Fundamentals**, while accredited institutions such as the Technical Institute for Learning (www.tiltnt.com), offer generic quality courses such as **Quality Control Management**.

2.8   **ATS Surveillance**

2.8.1   Antigua and Barbuda, Grenada, St Lucia and, St. Vincent and the Grenadines, are currently involved in the updating of their respective ATS procedures with regards to the implementation of ATS surveillance within the E/CAR Region.

2.8.2   Antigua and Barbuda's Secondary Surveillance Radar (SSR) and Automatic Dependent Surveillance - Broadcast (ADS-B) project is progressing well, with the instalment of the requisite surveillance equipment and overseas ab-initio and refresher training of both operational ATCOs and Management Staff respectively. Trinidad and Tobago along with the ICAO NACC Office continues to provide support to this State with the provision of documentation and guidance respectively. Antigua and Barbuda is interested in holding data sharing talks with E/CAR States/Territories such as Sint Maarten and Trinidad and Tobago, which in turn could prove to be of benefit to the Region. Antigua and Barbuda is expected to begin providing surveillance services by January 2026.

2.8.3   Trinidad and Tobago has procured and begun the implementation of Ground-based ADS-B and Wide Area Multilateration (WAM), which commenced in August 2024. The first ongoing phase involves the installation of associated equipment throughout Trinidad and Tobago, followed by a testing phase before implementation. The next phase will involve the installation of similar equipment at selected high-sites throughout the E/CAR Region. Trinidad and Tobago has also begun collaboration with the vendor, Aireon®, with an interest in utilising Space-based ADS-B to provide improved ATS both within our oceanic and continental airspaces. The intention will be to have Ground-based ADS-B compliment SSR, with the eventual transition of Ground and Space-Based ADS-B being the primary means of surveillance within the Piarco FIR.

2.8.4   Collaboration between ANSP Stakeholders regarding the continued sharing of surveillance data within the E/CAR Region has the potential to improve upon the safe orderly and efficient movement of air traffic within this Region.

2.9   **SAR Activities within the E/CAR Region**

2.9.1   Trinidad and Tobago was invited to and attended the French "**SAREX Pelican 2025**" event, held from 26 to 27 May 2025 in Martinique. Two (2) representatives, from the TTCAA, observed and participated in the successful Exercise. The participants were also invited to tour Martinique's Aeronautical Rescue Sub-Centre (ARSC) and Fort de France's Maritime Rescue Co-ordination Centre (MRCC) to witness the interactions between the aeronautical and maritime SAR Units.

2.9.2   Even though progress is being made with SAR within the Region, there are still matters of concern, from an ATS perspective, which need to be addressed. Two such matters involve the challenge of attaining the requisite (English language) training for ATS personnel along with the cost of such training, as was discussed in the "Side-Bar" Meeting held during the NACC/WG/RAP/03 Meeting. The other involves an identified need for greater collaboration between certain entities such as the Regional Security Services (RSS) and certain ANSPs (e.g. Trinidad and Tobago) when events of concern occur.

2.9.3   The latter became evident during a recent event involving a missing aircraft callsign N10TN, type, H25B, from MDCY to TGPY, on 29 June 2025. After the concerned ANSPs would have expended considerable time and manpower in an attempt to establish contact with, and locate the aircraft, information was received four (4) days later, that the aircraft had arrived at and departed from a destination outside of the Piarco FIR, and its wreckage was later found in Central America. The increase in events similar to this within the Region over the last year have been noted.

2.10   **Additional ATM Related Issues**

2.10.1   **Standardisation and Revision of LOAs and MOUs between adjacent States and Territories**

2.10.1.1   The review of LOAs and MOUs between adjacent E/CAR States/Territories and neighbouring FIRs is an ongoing process, with changes in technology, new/amended procedures and improving efficiency in the provision of ATS being the main drivers.

2.10.2   **Review and Submission of E/CAR ATM Contingency Plans**

2.10.2.1   E/CAR States/Territories continue working on the revision, harmonisation and submission of E/CAR ATM Contingency Plans to the ICAO NACC Office. The following E/CAR States/Territories have had their submitted Contingency Plans posted on the ICAO NACC website (https://www.icao.int/NACC/Pages/edocs-atm.aspx):

STATE	VERSION SUBMITTED
Antigua and Barbuda	April 2025
Barbados	May 2023
St Kitts and Nevis	April 2025
St Lucia	April 2025
St Vincent and the Grenadines	May 2020
Trinidad and Tobago	May 2024

2.10.2.2 St. Lucia submitted its revised draft Contingency Plan to the ATM Rapporteur for perusal, with the necessary feedback being provided to the State for its consideration and eventual submission to the ICAO NACC Office for uploading on the ICAO NACC website.

2.10.2.3 Two (2) representatives from Trinidad and Tobago and one (1) from Antigua and Barbuda participated in-person in the Fifth NAM/CAR Contingency and Emergency Planning and Response (NAM/CAR/CONT/5) meeting in-person, held at the ICAO NACC Office, Mexico City from 13 to 16 May 2025. This informative and beneficial Meeting transitioned into a workshop as the participants were engaged by the facilitators to do presentations on various scenarios presented to them. While this meeting was also hybrid, it is hoped that for the sixth meeting, there can be increased in-person participation from the E/CAR States/Territories.

2.10.2.4 The ICAO NACC ATM/SAR RO and E/CAR/CATG ATM Rapporteur, remain committed to support those E/CAR States/Territories such as Grenada, who require assistance in getting their ATM Contingency Plans finalised for submission to the ICAO NACC Office.

2.10.3 **Monitoring of AIDC Testing within the E/CAR Region**

2.10.3.1 Air Traffic Services Interfacility Data Communication (AIDC) is recognized by ICAO under its Global Air Navigation Plan (GANP) and Aviation System Block Upgrades (ASBU) framework. The implementation of AIDC within the E/CAR Region and with neighbouring FIRs will serve to increase efficiency by replacing manual flight data exchange, reduce controller workload by enabling greater efficiency, enhance safety by mitigating the potential for manual entries and communication errors.

2.10.3.2 Trinidad and Tobago is currently engaged with the United States (New York ARTCC) with the use of AIDC for coordination purposes and both ANSPs are currently resolving identified issues as they arise. States/Territories such as Barbados, French Guiana, and Portugal have shown interest in commencing AIDC tests with Trinidad and Tobago, while Puerto Rico is actively engaging Trinidad and Tobago to begin AIDC Testing.

2.10.4 **Updating the E/CAR/CATG ATM Committee's Terms of Reference (ToRs)**

2.10.5 The E/CAR/CATG ATM Committee's ToRs was produced in July 2023, during the E/CAR/CATG/7 Meeting. The document will be reviewed by the ATM Committee Members as deemed necessary (Appendix E).

3. Activities

3.1 The following activities are being proposed:

- The sourcing of appropriate Training Programmes and Training Centres, which can deliver Training in English for the E/CAR Region,
- For the E/CAR Region to make better use of (external and/or internal) resources towards addressing identified issues/challenges and towards supporting the advancement of identified projects/programmes within the Region,

- The E/CAR/CATG to collaborate with the SMEs from the NACC/SAR/TF to determine a feasible course of action to address certain collaborative disconnects, and
- E/CAR States/Territories continue to place focus on completing the work agendas set out by the E/CAR/CATG ATM Committee in collaboration with the NACC ATM/SAR RO.

4. **Suggested Actions**

4.1 The Meeting is invited to:

a) take note of the progress and status of the ATM Committee's activities;
b) review and agree on the activities to be carried out; and
c) take any other action as deemed necessary.

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APPENDIX A
E/CAR/CATG ATM MEETINGS NOVEMBER 2024 TO JULY 2025

NO	MEETING TYPE	DATE (dd-mmm-yyyy)
1	16th E/CAR/CATG ATM Committee Meeting	19 March 2025
2	17th E/CAR/CATG ATM Committee Meeting	10 July 2025

APPENDIX B
E/CAR/CATG ATM POINTS OF CONTACT 2024 – 2025

STATE	MEMBER/S & POSITION	E-MAIL ADDRESS	TEL / MOBILE / FAX
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STATE	MEMBER/S & POSITION	E-MAIL ADDRESS	TEL / MOBILE / FAX
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STATE	MEMBER/S & POSITION	E-MAIL ADDRESS	TEL / MOBILE / FAX
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ECCAA (Antigua & Barbuda, Dominica, Grenada, Saint Kitts and Nevis, Saint Lucia,	**Denise Silston** Air Traffic Services Inspector Eastern Caribbean Civil Aviation Authority	dsilston@eccaa.aero contact@eccaa.aero	T: + 1 268 462 0000/0907/0030 M&W: +

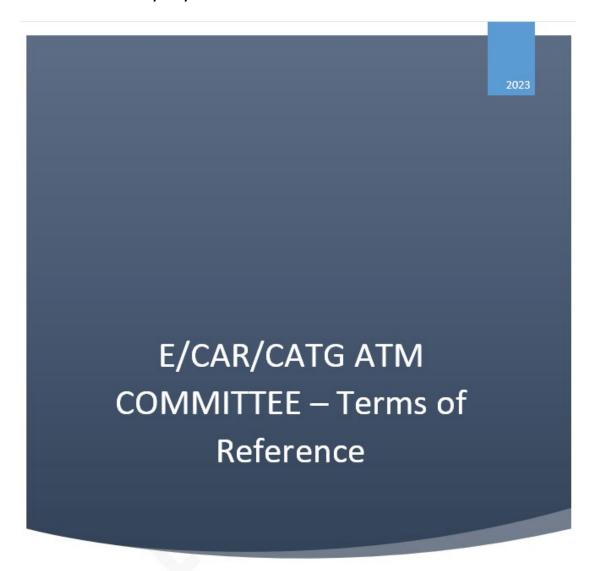| STATE	MEMBER/S & POSITION	E-MAIL ADDRESS	TEL / MOBILE / FAX
Saint Vincent and the Grenadines)			
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APPENDIX C
CONCLUSION E/CAR/CATG/8/01

DRAFT CONCLUSION E/CAR/CATG/8/01	ENHANCED SUPPORT FOR EASTERN CARIBBEAN STATES REVISED STRATEGY TO SUPPORT THE PROVISION OF AIR NAVIGATION AND AERODROME SERVICES	
What: That, to implement a revised strategy to support the provision of air navigation and aerodrome services by the Eastern Caribbean States: a) E/CAR States endorse the recommendations included in Section 4.27 above; b) E/CAR/CATG, in coordination with States, international organizations and ICAO NACC, to develop special implementation projects to address the priorities identified; and c) the Secretariat work with the rapporteurs of each committee and the Chairperson to include the required actions in the E/CAR/CATG work programme and report it to the NACC/WG/9 meeting.		**Expected impact:** ☒ Political / Global ☐ Inter-regional ☐ Economic ☐ Environmental ☒ Operational/Technical
Why: To improve compliance with ICAO SARPs		
When: a) and b) Immediatly c) by NACC/WG/9 Meeting	**Status:** ☒ Valid / ☐ Superseded / ☐ Completed	
Who: ☒ States ☒ ICAO ☒ Other:	E/CAR/CATG	

APPENDIX D
UPDATED ATM COMMITTEE'S WORK PROGRAMME 2024-2025

ITEM NO.	ACTIVITY
1	Updating the E/CAR ATM Committee's Terms of Reference (ToRs)
2	Instrument Flight Procedures Design Project
3	Airspace Reorganisation (Optimisation)
4	Safety Assurance for ATS
5	Quality Assurance for ATS
6	ATS Surveillance - Monitoring of SSR, ADS-B and MLAT/WAM Activities
7	Search and Rescue Activities
8	Additional ATM related issues of concern to the ATM Committee - Standardisation and Revision of LOAs and MOUs between adjacent States/Territories - Review and Submission of E/CAR ATM Contingency Plans - Monitoring of AIDC Testing within the E/CAR Region

APPENDIX E
E/CAR/CATG ATM Committee Terms of Reference

E/CAR/CATG ATM COMMITTEE – Terms of Reference

2023

THIS DOCUMENT PROVIDES INFORMATION PERTAINING TO THE
TERMS OF REFERENCE OF THE E/CAR/CATG ATM COMMITTEE
E/CAR/CATG ATM COMMITTEE

E/CAR/CATG ATM COMMITTEE |

1. **Background**

This Committee, herein referred to as the Eastern Caribbean Civil Aviation Technical Group Air Traffic Management (E/CAR/CATG ATM) Committee, participated in the first E/CAR/CATG Meeting (E/CAR/CATG/1) in Martinique, French Antilles, France, in June 2013. Prior to this Meeting, the ATM Committee was part of the Eastern Caribbean Working Group (E/CAR/WG), which held its last meeting (E/CAR/WG/33) in Christchurch, Barbados in June 2012.

2. **Purpose**

2.1 The E/CAR/CATG ATM Committee has been charged with the responsibility of supporting the implementation of ICAO Air Traffic Management related SARPs in the eastern Caribbean, aligned with the work programme of the North American, Central American and Caribbean Working Group (NACC/WG), and the CAR/SAM Planning and Implementation Regional Group (GREPECAS) guidelines in accordance with ICAO Regional strategic objectives based on the CAR/SAM Air Navigation Plan, taking into consideration relevant ATM matters raised at ATM associated Meetings involving the E/CAR Region.

2.2 To identify possible solutions to challenges faced by E/CAR ATM Community, and facilitate the sharing of best practices within the E/CAR Region, with the intention of achieving its objectives through the application of a performance-based, risk management approach for the development, improvement and implementation of ATM Matters for E/CAR States/Territories.

2.3 The activities of the E/CAR/CATG ATM Committee will be achieved through the establishment of a Work Programme, which will be revised annually.

3. **Reporting Relationships:**

3.1 The E/CAR/CATG ATM Committee reports to the E/CAR/CATG Chairperson and the ICAO NACC Office through the ATM/SAR Regional Officer. The E/CAR/CATG Chairperson reports to the NACC/WG and ICAO NACC Office.

4. **Membership of the E/CAR/CATG ATM Committee:**

4.1 The E/CAR/CATG ATM Committee shall be comprised of one or more representatives from the following States/Territories:

- Antigua and Barbuda,
- Barbados,

- Dominica,
- Grenada,
- Guadeloupe and Martinique (French Antilles),
- St. Kitts and Nevis,
- St. Lucia,
- St. Maarten (Netherlands),
- St. Vincent and the Grenadines
- Eastern Caribbean Civil Aviation Authority (ECCAA)
- Trinidad and Tobago Civil Aviation Authority (TTCAA)
- Federal Aviation Administration (FAA) of the United States
- Barbados Civil Aviation Authority (BCAA)

4.2 The ATM/SAR Regional Officer shall be the Secretary of the E/CAR/CATG ATM Committee.

5. Working Methods

5.1 The E/CAR/CATG ATM Committee will establish a Work Programme, containing the activities of the group in terms of objectives, responsibilities and deliverables.

5.2 The E/CAR/CATG ATM Rapporteur in collaboration with the ATM/SAR Regional Officer will coordinate the annual programme of activities, which will comply with the requirement of the approved Work Programme.

5.3 The E/CAR/CATG ATM Committee shall establish Ad-hoc Groups as deemed necessary to work on specific activities associated with the approved Work Programme. These activities shall have clearly defined tasks.

6. Responsibilities of E/CAR/CATG ATM Committee Members

6.1 E/CAR/CATG ATM Rapporteur

- Chairs E/CAR/CATG ATM Meetings,

- Acts as the Secretary or, designates a Member of the ATM Committee to act as the Secretary,

Note: *The Committee Secretary ensures that the actions and deliberations of the ATM Committee are properly documented and disseminated to targeted participants of Meetings and officials.*

- Schedules ATM Committee Meetings in collaboration with concerned States/Territories,

- Periodically invites subject matter experts (e.g. Meteorology, AIM, CNS) to make presentations on topics that require a better understanding by the ATM Members,

- Relays the ATM and associated activities of the ICAO NACC Office to the participating ATM Committee Members, with assistance from the ATM/SAR Regional Officer,

- Collaborates with the ATM/SAR Regional Officer and ATM Committee Members to develop updated Work Programmes of the ATM Committee for submission to the ICAO NACC Office,

- Collaborates with the ATM Committee Members to achieve the objectives of the Committee's Work Programme,

- Identifies and relays to the ICAO NACC Office through the ATM/SAR Regional Officer, challenges faced by participating States/Territories, which can hinder their achievement of the objectives of the Committee's Work Programme,

- Collaborates with the other active E/CAR/CATG Rapporteurs to achieve common objectives of the E/CAR/CATG,

- Reports the activities of the E/CAR/CATG ATM Committee at E/CAR/CATG Meetings,

- Represents the ATM Committee at ICAO NACC Rapporteur Meetings

6.2 E/CAR/CATG ATM Committee Members

- Collaborate with the ATM Rapporteur to develop the ATM Work Programme and achieve the objectives of this Programme, along with identifying possible solutions to challenges faced by E/CAR ATM Community;

Note: *Any participating State/Territory experiencing challenges in achieving the set objectives of the ATM Committee shall bring its concerns to the attention of the ATM Committee or, ATM Rapporteur or, directly to the ATM/SAR RO for addressing.*

- Attendance and participation at E/CAR/CATG and ATM Meetings.

- Bring to the E/CAR/CATG ATM Rapporteur's attention issues of an ATM nature, which can have a direct effect on the E/CAR ATM Community;

6.3 ATM/SAR RO – Secretary

- Coordinates with the ATM Rapporteur to convene Regular ATM Committee Meetings,

- Collaborates with the ATM Rapporteur for the development and submission of updated ATM Committee Work Programmes,
- Relays the ATM and associated activities of the ICAO NACC Office to the participating ATM Committee Members,

- Provides guidance and support to the E/CAR/CATG ATM Committee towards achieving its objectives as established in the Committee's Work Programme,

- Relays the activities of the ATM Committee to the ICAO NACC Office.

7. **Meetings**

7.1 The E/CAR/CATG ATM Committee Meetings will be of three types:

- Regular Committee
- Sub-Committee
- Ad-hoc Committee

7.1.1 Regular Committee Meetings, which requires the attendance of all Member States/Territories, shall be held quarterly and shall address issues specific to the Work Programme of the ATM Committee. Attempts will be made to have at least one face-to-face Meeting of the E/CAR/CATG ATM Committee annually.

7.1.2 Sub-Committee Meetings, which usually involves the attendance of two or more Member States/Territories, to address issues specifically associated with those Members in attendance, shall be held when deemed necessary by those concerned Member States/Territories.

7.1.3 Ad-hoc Committee Meetings, which can require the attendance of all Member States/Territories, will be held when issues arise that cannot wait for a regular

Committee Meeting (e.g. unplanned occurrences affecting ATM operations).

7.2 ATM Committee Meetings shall be held through the following means:
- In-person,
- Virtual (using secure platforms e.g. Teams Meeting, Zoom Meeting or WhatsApp Group Chat), and/or
- Hybrid (a combination of in-person and virtual meetings).

7.3 All E/CAR/CATG ATM Committee Meetings shall be minuted, disseminated by the Committee's Secretary to the concerned Member States/Territories for ratification, with e-copies of the final Minutes of the Meeting being provided to the participating States/Territories and the ATM/SAR Regional Officer for information and records.

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