



International
Civil Aviation
Organization

Organisation
de l'aviation civile
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Organización
de Aviación Civil
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Международная
организация
гражданской
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منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-NE30-2 — **E.OSG-NACC115980**

28 May 2025

To: E/CAR States, Territories and International Organizations

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

Action

- Required:
- 1) Transmittal of additional items to the Draft Agenda by **27 June 2025**;
 - 2) Submission of documentation by the deadlines provided in this letter;
 - 3) Register participation by **11 July 2025**.

Dear Sir/Madam,

On behalf of the Chairperson of the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG), Ms. Shenneth Phillips, and thanks to the kind support of IATA, I wish to invite your Administration/Organization to participate in the Ninth Eastern Caribbean Civil Aviation Technical Group Meeting (E/CAR/CATG/9), to be held from 28 to 31 July 2025 in Miami, United States, at the premises of the IATA Regional Office for the Americas (703 Waterford Way - NW 62nd Avenue - Suite 600, Miami, United States). I also wish to thank Antigua and Barbuda and Trinidad and Tobago for supporting the Secretariat's participation in this event.

The primary objectives of this meeting are to review and analyse the main findings of the evaluation of the Piarco Flight Information Region (FIR) Lower Airspace Design; follow-up the progress in ANS matters and to identify links to air navigation and aerodrome services in the Eastern Caribbean and the CATG Committees activities.

The Provisional Agenda for the E/CAR/CATG/9 Meeting is included in **Appendix A**, and the Provisional Schedule in **Appendix B**, States wishing to submit proposals for the addition of items to the provisional agenda should do so by **27 June 2025**.

I would appreciate confirmation of your participation by **11 July 2025** by registering here: [ECAR/CARTG/9 Registry](#).

All meeting documentation will be placed in the Meetings Section of the following web page: <https://www.icao.int/NACC/Pages/meetings.aspx?year=2024&cM=08&cY=2024> as it becomes available. No hard copies will be distributed during the event.

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Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail by **27 June 2025** 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. The deadline to receive papers is **11 July 2025**

For further information, please contact the Chairperson Ms. Shenneth Phillips (shenneth.phillips@ab.gov.ag), and/or Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue (nacc-atm@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 – Draft Agenda; B – Schedule; C – Working Paper template;
D – Information Paper template; E – Appendix template*

<https://oaci.sharepoint.com/sites/NACCRegionalOfficeTeam/Shared Documents/00-Meetings/ECAR NTG/2507-ECARCATG9mia/Correspondence/NACC115980 ECARCATG9 Invite/NACC115980ATM1-States-ECARCATG9invite.docx> / YTR



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

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

APPENDIX A
PROVISIONAL AGENDA

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

Agenda Item 2: Review and follow-up to Conclusions/Decisions

- 2.1 Review and follow-up on Valid Conclusions and Decisions of the E/CAR/CATG**
- 2.2 Follow-up on Valid Conclusion and Decision of the North American, Central American and Caribbean Working Group (NACC/WG)**
- 2.3 Follow-up on Valid Conclusions and Decisions of the CAR/SAM Planning and Implementation Regional Group (GREPECAS)**

Agenda Item 3: Follow-up of the activities of the E/CAR/CATG

- 3.1 Progress report of the Aerodromes and Ground Aids (AGA) Committee**
- 3.2 Progress report of the Aeronautical Information Management (AIM) Committee**
- 3.3 Progress report of the Air Traffic Management (ATM) Committee**
- 3.4 Progress report of the Search and Rescue (SAR) Committee**
- 3.5 Progress report of the Communications Navigation and Surveillance (CNS) Committee**

Agenda Item 4: Update of the E/CAR/CATG Work Programme and Activities

- 4.1 Review and Analysis of the Evaluation of the Piarco Flight Information Region (FIR) Lower Airspace Design**
- 4.2 Status of ECAR Air Navigation Services (ANS) Infrastructure**
- 4.3 Regional Mechanism for Sharing of ANS Human Resources**
- 4.4 Proposal of special implementation projects**
- 4.5 Update of the E/CAR/CATG Work Programme and Activities for 2026**

Agenda Item 5: ANS Planning and Innovation

- 5.1 Process for Development of National Air Navigation Plans (NANPs)**
- 5.2 Remotely Piloted Aircraft Systems (RPAS)/Unmanned aircraft systems (UAS) Operation in the E/CAR States**

Agenda Item 6: Other Business

**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

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

Agenda Item 2: Review and follow-up to Conclusions/Decisions

Under this Agenda Item, the implementation status of Conclusions and Decisions of E/CAR/CATG, the NACC/WG and GREPECAS will be followed up.

Agenda Item 3: Follow-up of the activities of the E/CAR/CATG

Under this Agenda Item, the different E/CAR Committees will present a progress report.

Agenda Item 4: Update of the E/CAR/CATG Work Programme and Activities

Under this Agenda Item the E/CAR/CATG will review and analyse the main findings of the evaluation of the Piarco FIR Lower Airspace Design and identify links to E/CAR ANS and AGA activities and the CATG Committees and the status of the ANS infrastructure implementation. Additionally, the Meeting will work to develop a regional mechanism for sharing ANS human resources. Considering the findings and recommendations from previous initiatives and the ICAO NACC Regional Office's current projects supporting the E/CAR subregion on ANS matters, the meeting will develop proposals for Special Implementation Projects (SIPs), update its work programme and agree on the activities for 2026.

Agenda Item 5: ANS Planning and Innovation

Under this agenda item, the Meeting will review the status of National Air Navigation Plans and analyse the process for their development, considering regional support mechanisms. Moreover, the Meeting will evaluate important topics for innovation, such as RPAS/UAS operation to be included in the E/CAR/CATG Work Programme and activities.

Agenda Item 6: Other Business

Under this agenda item, the Meeting will analyse any other matter not addressed under the previous agenda items.

APPENDIX B
PROVISIONAL SCHEDULE

Time	Monday 28 July 2025	Tuesday 29 July 2025	Wednesday 30 July 2025	Thursday 31 July 2025
09:00–09:30	Opening Ceremony	Agenda Item 3 (Cont.)	Agenda Item 4 (Cont.)	Agenda Item 5 (Cont.)
09:30–10:00	Agenda Item 1			Agenda Item 6
10:00–10:30	Agenda Item 2			
10:30–11:00	Coffee break			
11:00–12:30	Agenda Item 3	Agenda Item 4	Agenda Item 5	Review of Draft Conclusions/Decisions Closing
12:30–13:30	Lunch time			
13:30—16:00	ICAO Debriefing	Session of all E/CAR Members meetings	ICAO Debriefing	



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WORKING PAPER

E/CAR/CATG/9 — WP/**
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Miami, United States, 28 to 31 July 2025

Agenda Item *:

TITLE OF WORKING PAPER

(Presented by ***)

EXECUTIVE SUMMARY	
Insert brief summary of the working paper.	
Action:	Insert action required.
Strategic Objectives:	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Security & Facilitation• Economic Development of Air Transport• Environmental Protection
References:	<ul style="list-style-type: none">• ***

1. Introduction

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or

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INFORMATION PAPER

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

Agenda Item *:

TITLE OF INFORMATION PAPER

(Presented by ***)

EXECUTIVE SUMMARY	
Insert brief summary of the information paper.	
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Security & Facilitation• Economic Development of Air Transport• Environmental Protection
<i>References:</i>	<ul style="list-style-type: none">• ***

1. Introduction

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APPENDIX *
TITLE

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