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**Third Meeting of Rapporteurs of the North American, Central American and
Caribbean Working Group (NACC/WG/RAP/03)**
(ICAO NACC Regional Office, from 24 to 27 March 2025)

**Agenda Item 3: Update NAM/CAR regional needs and NACC/WG objectives, its structure and
the review and reporting mechanisms**

**CONSOLIDATION OF AIRSPACE OPTIMIZATION AND ATFM TASK FORCES INTO THE AIRSPACE
MANAGEMENT AND CAPACITY BALANCING TASK FORCE (AMCB/TF)**

(Presented by Secretariat, Rapporteur, and Vice Rapporteur)

EXECUTIVE SUMMARY	
This working paper presents the consolidation of the Airspace Optimization Task Force (AO/TF) and the Air Traffic Flow Management Task Force (ATFM/TF) into the new Airspace Management and Capacity Balancing Task Force (AMCB/TF). The objective of this merger is to enhance regional coordination and efficiency while ensuring airspace modernization aligns with ICAO priorities.	
Action:	Suggested actions are included in Section 4
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Economic Development of Air Transport• Environmental Protection
<i>References:</i>	<ul style="list-style-type: none">• ICAO Global Air Navigation Plan (GANP) – Doc 9750• ICAO ATM Operational Concept – Doc 9854• ICAO Manual on Air Traffic Flow Management – Doc 9971• CAR/SAM Regional Air Navigation Plans (RANP) – Volume III• NACC/WG Meeting Reports• NeoSpace Project Documentation

1. Introduction

1.1 During the AO/TF-5, ATFM/TF-7, and CIIFRA/9 meeting in Orlando, Florida, United States it was agreed to merge both Task Forces into the Airspace Management and Capacity Balancing Task Force (AMCB/TF). This integration aligns efforts related to airspace optimization, ATFM implementation, and capacity balancing across the NAM/CAR region.

1.2 The merger aims to enhance coordination among stakeholders while addressing key challenges in air traffic efficiency, infrastructure readiness, and policy harmonization. The AMCB/TF will also strengthen collaboration with the SAM Region through initiatives such as NeoSpace.

2. Work Plan for the next 4-6 months

2.1 Data Collection & Equipment Assessment

Objective: Collect data from each State to assess CNS/ATM infrastructure and future investment needs.

Actions:

- States to submit an inventory of current equipment and planned upgrades.
- ICAO NACC Office to develop a regional database of ATM infrastructure.
- Identification of critical gaps and potential funding sources for modernization.

2.2 NeoSpace Project Coordination with SAM Region

Objective: Ensure Free Route Airspace (FRA) alignment between NAM/CAR and SAM.

Actions:

- Conduct joint workshops with SAM regional counterparts.
- Harmonize airspace structure and data-sharing agreements.
- Establish a timeline for FRA interoperability testing.

2.3 ATFM Workstreams & Strategic Initiatives

Balanced Boundary Blocks (BBB): Development of an optimized boundary strategy to improve regional air traffic distribution and flow management.

Key Performance Indicators (KPIs): Implementation of performance tracking and harmonization with GREPECAS recommendations.

Aviation System Block Upgrades (ASBUs): Ensuring implementation aligns with the ICAO GANP roadmap.

Coordination for Special Events: Preparation for high-impact events such as the FIFA World Cup and the Olympics, including contingency planning and capacity adjustments.

2.4 Terms of Reference (ToR) Updates

Objective: Define the structure, roles, and deliverables for the new AMCB/TF.

Actions:

- Revise the existing AO/TF and ATFM/TF ToRs.
- Incorporate changes reflecting the merged work scope.
- Submit updated ToR for approval at the NACC/WG/10 meeting.

2.5 Capacity Balancing Strategies

Objective: Improve cross-border ATFM coordination.

Actions:

- Implement regional capacity assessment models.
- Enhance data exchange between ANSPs, airlines, and ICAO.
- Develop contingency planning frameworks for high-demand periods.

3. Conclusions

3.1 The consolidation of AO/TF and ATFM/TF into AMCB/TF enhances regional collaboration, optimizes resources, and aligns with ICAO priorities.

3.2 The outlined 4–6-month work plan will ensure data-driven decision-making and structured progress on key initiatives.

3.3 NeoSpace collaboration with the SAM region is crucial for FRA implementation and future airspace modernization.

3.4 The updated ToR will provide a strong governance structure to support the task force's long-term goals.

3.5 The inclusion of BBB, KPIs, ASBUs, and special event coordination will further enhance the region's air traffic flow management capabilities.

4. Actions for the meeting

4.1 The Meeting is invited to:

- a) Support the regional coordination efforts under NeoSpace.
- b) Endorse the data collection framework for CNS/ATM infrastructure assessment.
- c) Provide input on key milestones and strategies for the next phase of implementation.

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APPENDIX

ICAO NORTH AMERICA/CENTRAL AMERICA/CARIBBEAN REGION AIRSPACE MANAGEMENT & CAPACITY BALANCING TF (NACC AMCB) TERMS OF REFERENCE (TOR)

1.0 Background

The North America, Central America, and Caribbean Working Group (NACC/WG) is the regional implementation mechanism of the NAM and CAR regions, which integrates all the Task Groups in the different air navigation areas and aerodromes. Previously, the Airspace Optimization (AO) and Air Traffic Flow Management (ATFM) task forces operated as two separate groups under the umbrella of the main NACC/WG.

During the Fifth Meeting of the North American, Central American and Caribbean Working Group (NACC/WG) Airspace Optimization Task Force, Seventh Meeting of the Air Traffic Flow Management Implementation Task Force and Ninth Meeting of the CANSO IATA ICAO Free Route Airspace Team AO/TF/5/ATFM/TF/7/CIIFRA/9 held in Orlando, United States, 3 to 7 March 2025, a decision was made by the members of both task groups that there was greater benefits in merging the two groups into one group, namely the Airspace Management & Capacity Balancing (AMCB) Task Force.

Based on the expansive nature of the Airspace Organization and Management (AOM) and Demand and Capacity Balancing (DCB) components of Air Traffic Management (ATM), it was also decided that the AMCB TF will be headed by two rapporteurs, hereafter referred to as Co-Rapporteurs.

2.0 Responsibilities

The NACC AMCB is responsible for the identification, development, and coordinated implementation of safe and efficient programs supporting the aviation system within the ICAO NACC Region. This is carried out under the direction, and to support the work program, of the ICAO NACC Working Group (NACC/WG). The following on-going tasks are required to carry out this function:

- a) Developing and implementing a Work Program, utilizing a performance-based approach, to support the implementation of Free Route Airspace/airspace optimization and PBN implementation in the North America and Caribbean Regions (NAM/CAR) according with the CAR/SAM Planning and Implementation Regional Group (GREPECAS) eANP Vol III; while taking into consideration the recommendations of Agenda item 3 of the ANC-14.
- b) Develop a regional Free Route Airspace concept, in collaboration with the ICAO South America Region (SAM),
- c) Comply with and provide regional support for the completion of the GREPECAS Projects and related tasks.
- d) Propose to the NACC WG, updates to the GREPECAS eANP Vol III related projects as required.

- e) Assist States with the development of their airspace optimization plans, periodically monitor their progress, and report to the NACC WG.
- f) Identify deficiencies and constraints regarding airspace optimization implementations and propose solutions that would facilitate resolution of such problems.
- g) Ensure the continuous and coherent development of ATFM in NAM/CAR Region, harmonizing efforts with adjacent regions; consistent with ICAO SARPs and the Global Air Navigation Plan.
- h) Facilitate and support the implementation of the ATFM system by States and ANSPs, according to the different requirements and level of maturity.
- i) Review, identify and address deficiencies that impede the implementation or adequate provision of efficient ATFM in the NAM/CAR Regions, propose actions to address them to improve ATFM operations.

2.1 Responsibilities of the members

- a) Attend the Task Force meetings and Virtual Meetings.
- b) Collaborate on the development and implementation of the Task Force work program.
- c) Comply with the agreed tasks and activities as assigned.

2.3 Responsibilities of the CO-Rapporteurs

- a) Lead the development and implementation of the Task Force work program and activities.
- b) Follow up on the tasks within the TF work program and ensure that they are aligned with the NAM/CAR/SAM regional objectives.
- c) Report on the progress of the TF to the NACC/WG.

2.4 Responsibilities of the Secretariat

- a) The ICAO NACC ATM/SAR Regional Officer will serve as the Secretary of the Task Force.
- b) He/she is responsible to support the Task Force activities, providing guidance to the connection for the Task Force work program and the CAR/SAM RANP;
- c) In coordination with the Co-Rapporteurs, develop and present to the members the annual program of activities;
- d) In coordination with the Rapporteur, convene the Task Force activities, virtual and face-to face meetings; and
- e) Maintain and update the Task Force documentation, work program and membership in the NACC/WG website information.

2.5 Responsibilities of the States

- a) Ensure commitment and active participation of its members, according to the role and responsibilities assigned.
- b) Provide resources (e.g. time/finances to attend meetings) to ensure that their representatives are able to contribute to the activities of the taskforce.
- c) Provide Points of Contact (POCs) to the AMCB Taskforce. The Task force will liaise with the POCs of each State regarding the activities of the work program and it is expected that the POCs will then coordinate internally with the relevant persons within their organization.

3.0 Membership.

3.1 The AMCB Task Force shall be comprised of a Rapporteur and up to ten (10) Core Team members, nominated by ICAO States, Territories and International Organizations members of the NACC/WG. The Core Team members of the taskforce should have experience in ATFM/AOM or Airline Operations.

3.2 The Core Team membership of the AMCB Taskforce should include at least one (1) representative from the following:

- a) The NAM Region
- b) Central America Sub-region
- c) Central Caribbean Sub-region
- d) Eastern Caribbean Sub-region
- e) IATA – (Includes Airline representatives as required)
- f) CANSO – (CADENA/CIIFRA)

3.3 The taskforce may temporarily include other persons as required for specific projects or tasks associated with a project. Other persons may be from areas of the aviation sector not mentioned above, e.g. Industry Representatives.

4.0 Working Methods

- a) Present its work program containing activities in terms of objectives, responsibilities, deliverables, and timelines.
- b) The Task Force Co-Rapporteurs and the Secretariat will coordinate an annual program of activities to comply with the requirements of the approved work program.
- c) Avoid duplicating work within the NACC/WG and its subgroups, maintaining close coordination among the existing entities to optimize use of available resources and experience.
- d) Designate, as necessary, ad-hoc groups hereafter referred to as Project Teams (PT). The PT will:
 - i. Be recommended to the NACC/WG by the TF to complete a single task;
 - ii. Be approved by the NACC/WG.

- iii. Have a duration of no longer than six (6) months, unless a time extension is requested from the NACC/WG by the TF; and
- iv. Will present its deliverable(s) to the TF Rapporteur for presentation to the TF as a whole.
- v. Coordinate tasks to maximize efficiency and reduce costs via electronic means including emails, telephone and teleconference calls, and convene meetings as necessary.
- vi. Report on, and coordinate the progress of, assigned tasks to the NACC/WG.

5.0 Work Program

5.1 The AMCB TF shall provide a valid Work Program to the NACC/WG annually and as required; utilizing the WP Template as presented in Appendix 1.

3.2 The AMCB TF shall utilize the Project Charter template, as presented in Appendix 2, for all special projects

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Task Name/ Tarea	Start/ Inicio	Finish / Final	Deliverables/ Resultados	Follow-up/ Seguimiento	Responsible/ Responsables	Observations/ Comments- Observaciones/ Comentarios

Table 2: Project Definition Contents

Project Title	Unique and concise project title that relates to the outcomes of the project
Parent Group	The parent body that approves the project
Project Supervisory body	The Supervisor of the project
Project Period	Forecast period for which the project will be active (specific timeframe to be used: e.g. dates, time of a specific meeting etc.).
Project Objective	What is the purpose of the project and how does it relate to the delivery of the NACC/WG strategies
Project Outcomes:	What will be physically delivered by the project
Membership	Who are the project team members
Coordination Requirements	Which other bodies will the project need to coordinate with to achieve the outcomes
Project High level Tasks	At a summary level what are the key tasks that this project will perform to achieve the outcomes
Project Lead	Who, from the project supervisory body, will be responsible for the leadership of the project to achieve the outcomes, and for reporting to the parent group.
Project Secretariat Support	Who will be the support from the ICAO Secretariat