



# ICAO

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

NAM/CAR/CONT/5 — WP/02  
02/05/25

**Fifth NAM/CAR Regional Contingency and Emergency Planning and  
Response Meeting (NAM/CAR/CONT/5)**  
Mexico City, Mexico 15 to 16 May 2025

**Agenda Item 2: ICAO Requirements for Air Navigation Services (ANS) and Aerodromes and  
Ground Aids (AGA) Contingency Planning**

**PLANNING AND RESPONSE TO CONTINGENCIES AND EMERGENCY  
SITUATIONS BY ATS PROVIDERS**

(Presented by the Secretariat)

<b>EXECUTIVE SUMMARY</b>	
The purpose of this Working Paper is to detail the ICAO requirements and CAR/SAM Regional Agreements for planning and response to contingencies and emergency situations by air traffic service providers, and request support to promote compliance by States.	
<b>Action:</b>	Suggested actions are presented in Section 5.
<b>Strategic Objectives:</b>	<ul style="list-style-type: none"><li>• Safety</li><li>• Air Navigation Capacity and Efficiency</li></ul>
<b>References:</b>	<ul style="list-style-type: none"><li>• Annex 11 - <i>Air Traffic Services</i></li><li>• Annex 19 - <i>Safety Management</i></li><li>• Final Report of the Thirteenth Meeting of the CAR/SAM Regional Planning and Implementation Group (GREPECAS/13). Santiago, Chile, 14 to 18 November 2005</li><li>• CAR Region Air Traffic Management Contingency Plan</li><li>• Final Report of the Twenty-first Meeting of the Caribbean and South American Regions Planning and Implementation Group (GREPECAS/21). Santo Domingo, Dominican Republic, 13 to 17 November 2023</li><li>• Final Report of the Twenty-second Meeting of the CAR/SAM Regional Planning and Implementation Group (GREPECAS/22). Lima, Peru, 20 to 22 November 2024</li></ul>

## **1. Introduction**

1.1 States, in their responsibility to provide air traffic services in the airspace under their jurisdiction, constantly face challenges to ensure the continuity of such services.

1.2 The Caribbean region, due to its geographical location, is periodically under the threat of weather-related events and their devastating effects, without being immune to other types of hazards, natural or man-made, which may cause limitation, partial and/or total interruption of ATS services.

1.3 A proper and timely response to contingencies is vital for air navigation and the continuity of air transportation in the Caribbean and neighbouring regions.

## **2. ICAO Standards and Recommended Practices and Regional Agreements**

### **2.1 Annex 11 – Air Traffic Services**

2.1.1 Annex 11 to the Chicago Convention requires air traffic services authorities to develop and promulgate contingency plans for implementation in the event of disruption, or potential disruption, of air traffic services and related supporting services in the airspace for which they are responsible for the provision of such services.

2.1.2 Such contingency plans shall be developed with the assistance of ICAO as necessary, in close coordination with the air traffic services authorities responsible for the provision of services in adjacent portions of airspace and with airspace users concerned. The purpose of these plans is to ensure that other facilities and services operate when the facilities and services indicated in the air navigation plan are temporarily interrupted.

### **2.2 Annex 19 – Safety Management**

2.2.1 Annex 19 establishes that States shall require ATS providers under their authority to implement a Safety Management System (SMS). As part of this SMS, the service provider required to establish and maintain an emergency response plan for accidents and incidents in aircraft operations and other aviation emergencies shall ensure that the emergency response plan is properly coordinated with the emergency response plans of those organizations, it must interface with during the provision of its products and services.

### **2.3 Regional agreements**

2.3.1 Regional coordinated support for the implementation of Annex 11 requirements for contingency arrangements, started in the framework of the CAR/SAM Planning and Implementation Regional Group (GREPECAS) in 2005.

2.3.2 GREPECAS Conclusion 13/68 – ATM CONTINGENCY PLANS FOR CAR/SAM REGIONS, proposed a three phases action plan for the development of ATM Contingency plans:

- Phase I: Development of ATM contingency plans
- Phase II: Harmonization of ATM contingency plans with and neighbouring States/Territories/International Organizations
- Phase III: Submission of ATM contingency plans to the ICAO Regional Offices.

2.3.3 GREPECAS Conclusion 13/68 also proposed a template for CAR/SAM ATM Contingency Plans, that's been in used by CAR/SAM States since 2005.

2.3.4 Following the request of NAM/CAR States and Territories, the issue of contingency planning was raised to GREPECAS, to ensure contingency procedures for the CAR/SAM Regions were updated to respond to the new expectations of the airspace users. GREPECAS Conclusion 21/09 – ACTIONS TO STRENGTHEN CONTINGENCY PLANNING IN THE CAR/SAM Regions updated the ATM Contingency Plan Template and requested the State/Territories and IATA, led by the Secretariat, to develop and promote a comprehensive strategy to improve contingency planning in the air navigation services of the CAR/SAM Regions, including guidelines for the establishment of internal contingency plans (level 1) and bilateral contingency plans (level 2).

2.3.5 GREPECAS Conclusion /22/5 –HARMONIZATION OF THE REGIONAL CAR/SAM ATM CONTINGENCY MANAGEMENT FRAMEWORK, requested the Secretariat to organize a workshop in 2025 to develop a CAR/SAM ATM Contingency management Framework (RACF) and requested the CAR/SAM States to take action to harmonize their contingency plans with neighbouring States' adjacent ATS units and report it to GREPECAS/23.

### **3. Discussion**

3.1 In 2020 the NAM/CAR Air Navigation Implementation Working Group approved the CAR Region Air Traffic Management Contingency Plan. The purpose of this document is to provide guidance and promote a regional harmonized response to contingencies that affect or may affect continuous provision of air traffic services in the CAR Region and provide guidelines for the development of contingency planning based on conclusions and decisions by the GREPECAS and the NAM/CAR Air Navigation Implementation Working Group (ANI/WG).

3.2 Following the guidelines of the CAR Region ATM Contingency Plan, the ICAO NACC Office worked to promote the implementation and harmonization of ATM contingency plans among service providers in adjacent airspace in the CAR Region. During these activities, a lack of coordination in the drafting of contingency plans was identified, as well as a lack of harmonization of proposed contingency routes, whether used or not. Similarly, contingency plans often propose actions that are not complied with in response to contingency situations. Either some proposed actions were not feasible or was not approved by all involved parties.

**4. Conclusions**

4.1 The regional agreements and available guidance materials are adequately complemented to support compliance with ICAO standards and recommended practices.

4.2 The implementation, harmonization, and periodic evaluation of contingency plans must remain a priority for the CAR Region.

4.3 The review and adjustment of available guidance materials must be carried out periodically, ensuring that they continue to meet their objectives.

**5. Suggested actions**

5.1 The meeting is invited to:

- a) Take note of the information provided in this Working Paper;
- b) Request the Secretariat to continue working to promote the harmonization of contingency plans, including the planning for the rehearsal of contingency procedures;
- c) Request the Secretariat to review the CAR Region ATM Contingency Plan and, if deemed necessary, propose an update to the NACC/WG, and
- d) Suggest any other action required.