ASBU TF Work Programme

Updated on April 17, 2019

This ASBU Task Force (TF) work programme covers the basis for the preparation and maintenance of State ANPs by each member states in the region. To prepare and maintain the State ANPs, States need to understand GANP/ASBU in addition to their States' needs in current and future aviation technologies. The State ANP should be used by the State to strategically plan what capability will be implemented and when to implement it.

Note 1: This document establishes a guideline for attaining ASBU NAM/CAR goals and will be reviewed periodically throughout the year. A formal review each calendar year shall be conducted during the ANI/WG and NACC/WG meeting so as to update/revise/modify its content for currency and applicability.

Note 2: The GANP/ASBU will be updated every 3 years with ASBU Block definitions maturing every 6 years. Thus, minor updates are expected every 3 years and significant updates are expected every 6 years.

Objective 1: Develop effective methods to determine the regional implementation status of the ASBU block-0 elements and the performance monitoring of the Regional Air Navigation System, on a cyclical annual basis, as a regional input to the Annual Global Air Navigation Report and feedback for the Global Air Navigation Plan and the Regional Dashboard.

No	Activity	Purpose	Deliverable
1.1	**Establish and Update the ASBU TF PoC List** • Draft the letter (by NACC RO and TF Rapporteur; Target Date: Dec 19, 2017) **- Completed** • Send a letter to request the PoC information States, Territories, and other stakeholders (by NACC RO; Target Date: Jan 12, 2018) **- Completed** • Receive the response (by NACC RO; Target Date: Feb 9, 2018) **- Completed** • Create the ASBU TF PoC List (by NACC RO; Target Date: Feb 9, 2018) **- Completed** • Distribute the ASBU TF PoC list via ASBU Website (by NACC RO; Target Date: Feb 16, 2018) **- Completed** • Update the ASBU TF PoC List (by NACC RO and TF Rapporteur; Target Date: as needed) **– To be completed by ANI/WG/5 participating States**	Each organization needs a PoC who is responsible for their ANP.	PoC List
	Status/Remarks: There are 21 States and one Territory in the Region who should have State ANP that is aligned with GANP and Regional ANP. In addition, COCESNA should have its ANP. Further coordination and investigation is needed by the NACC RO regarding the Territory handling. This coordination will take place once the Objective 1 is accomplished initially.		
1.2	**Generate ANRF** • Fill in forms (by each State; Target Date: Apr 30, 2018) • Fill in State Summary Table (a.k.a. Pretty Table) (by each State; Target Date: Apr 30, 2018) • Examine and update the ANRF (by ASBU TF and each State; Target Date: May 31, 2018) • Keep track of ANRF status (by NACC RO and TF Rapporteur; Target Date: from Jan 2018 to Dec 2018) • Generate the Regional Summary Table (a.k.a. Pretty Table) (by NACC RO and TF Rapporteur; Target Date: May 31, 2019)	Support the ANRF generation at two levels: (1) the form itself and (2) contents of the form by State.	• ANRF Form Template • ANRFs by States and Territories • State and Regional Summary Table
	Status/Remarks: • As of August 15, 2018, following organizations have filled in ANRFs: Barbados, Belize, Costa Rica, Cuba, Dominican Republic, El Salvador, Guatemala, Honduras, Jamaica, Mexico, Nicaragua, Saint Lucia, Trinidad and Tobago, Curacao, and COCESNA. • April 17, 2019: Generation of ANRF became part of the State ANP creation. Refer to Task2.2.		
1.3	**Performance Monitoring** • Analyze States specific needs (by each State; Target Date: Apr 30, 2018) • Determine regional needs (by NACC RO; Target Date: Apr 30, 2018) • Propose the Regional Performance Objectives (by NACC RO; Target Date: May 31, 2018)	Promote the formulation of a measurement strategy and identify the regional performance metrics.	Regional performance metrics
	Status/Remarks: None		

No	Activity	Purpose	Deliverable
Objective 2: Assist NACC' States to formulate or update their National Air Navigation Plans by using a planning process to ensure alignment with the RPBANIP and the GANP.		
2.1.	**Schedule assistance activities** • Assess training/discussion needs of ANSPs (by NACC RO; Target Date: Jan 31, 2018) **- Completed** • Establish a list of training/discussion subjects (by NACC RO and TF Rapporteur; Target Date: Jan 31, 2018) **- Completed** • Establish schedule (by NACC RO and TF Rapporteur; Target Date: Jan 31, 2018) **- Completed** • Publish/coordinate events (by NACC RO; Target Date: Jan 31, 2018) **- Completed** • Perform ASBU workshops/seminars/meeting (by NACC RO and TF Rapporteur; Target Date: Jan 31, 2018) **– Completed** • Host the 2nd State ANP Workshop (scheduled at COCESNA for central American states in August 2018) **– Completed** • Host the 3rd State ANP Workshop (scheduled in Barbados for ECAR states in November 2018) **– Completed** • Host the 4th State ANP Workshop (TBD, 2019)	Provide a foundational baseline of refresher & supplemental training for personnel involved in ANP and ASBU.	WS/Seminar/ Meeting Materials and Report
**Status/Remarks:** NACC RO hosted the 1st State ANP Workshop in Mexico City, Mexico on March 12-15, 2018. The WS was very well received and two additional WSs are scheduled in August and November 2018. April 17, 2019: See Task 2.2 Remarks for the details of ANP WS results.		
2.2	**Support Creation of State ANP** • Prepare the State ANP template (by ASBU TF; Target Date: Jan 15, 2018) **- Completed** • Create the initial State ANP (by each State; Target Date: May 31, 2019) **– Three WS were organized in 2018. 16 out of 21 targeted state/territory/organization created draft/initial ANP.** • Support States to finalize the initial State ANP (by each State; Target Date: TBD)	Ensure that all States in the region have their own State ANP which is aligned with the Regional ANP as well as GANP.	• State ANP template • Initial State AMP Status summary • State ANPs
**Status/Remarks:** Use of State ANP template is optional. Saint Lucia worked with the TF Rapporteur prior to the WS and has draft State ANP. The 1st ANP Workshop: Barbados, Belize, Curacao, Mexico, and COCESNA created the draft State ANPs including the new/updated ASBU B0 ANRFs during March 12-15, 2018. The 2nd ANP Workshop: Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, and Dominican Republic created the draft state ANPs during August 6-9, 2018. Belize and COCESNA refined their ANPs. The 3rd ANP Workshop: Antigua and Barbuda, Haiti, Saint Vincent and Grenadines, Trinidad and Tobago, and Barbados during November 6-9, 2018.		
2.3	**Support Updates of State ANP** • Update the State ANP (by each State; Target Date: annual) • Support States to update their State ANPs (by NACC RO and TF; Target Date: as needed) • Keep State ANP status known (by ASBU TF)	Ensure the State ANP information is current.	• Updated State ANP • State AMP Status summary
Status/Remarks: None		

No	Activity	Purpose	Deliverable
Objective 3: Contribute with the continuous updating of the RPBANIP in order to maintain the validity, accuracy, and applicability of the Plan.		
3.1	**Support RPBANIP** • Identify the necessary updates that need to be applied to the existing RPBANIP (by NACC RO and TF; Target Date: Feb 28, 2018)) **- Completed** • Identify the regional goals/objectives that should be reflected in the RPBANIP (by NACC RO; Target Date: Feb 28, 2018) **– Guideline for the next version of RPBANIP is determined.** • Identify the needs of States in the region (by NACC RO and TF; Target Date: Feb 28, 2018) **– Guideline for the next version of RPBANIP is determined.** • Update RPBANIP (by NACC RO and TF; Target Date: May 31, 2018)) **- Underway**	Ensure the RPBANIP that is aligned with GANP/ASBU and reflect the needs of States in the region and the information is current.	Updated RPBANIP
**Status/Remarks:** The State ANPs will reflect guidance from the RPBANIP while the RPBANIP will reflect the needs described in the State ANPs.		
3.2	**Update NACC ASBU Handbook and Other Support Materials** • Update the NACC ASBU Handbook (by ASBU TF; Target Date: After the 2019 version of GANP/ASBU is released.) • Identify other ASBU materials that will support the States to prepare State ANPs and provide such materials to the States. (by ASBU TF; Target Date: As needed.)	Provide materials for States and stakeholders and the aviation community to understand the ASBU.	NACC ASBU Handbook and other support materials

	Status/Remarks: None		
3.3	**Provide ANI/WG ASBU Website** • Design ANI/WG ASBU Website and implement (by NACC RO and ASBU TF; Target Date: March 31, 2018) **- Completed** • Update ANI/WG ASBU Website (by NACC RO; Target Date: As needed) • Add "Bible" link to the ANIWG ASBU webpage **- Completed**	Provide the capability to exchange ASBU related information as well as store information	ANI/WG ASBU Website
	Status/Remarks: ICAO NACC Regional Office is the webmaster.		
3.4	**Support ANI/WG Decisions** • Provide progress report/update for Chairperson for relevant meetings such as NACC/WG and ANI/WG (by ASBU TF; Target Date: Associated with NACC/WG and ANI/WG dates)	Liaison between Regional Coordination Groups and ASBU TF	Revised ToR to ICAO RO
	Status/Remarks: ANI/WG/5 meeting is scheduled for May 27-31, 2019 in Mexico City, Mexico.		