



FINAL VERSION

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE**

**NINETEENTH MEETING OF DIRECTORS OF CIVIL
AVIATION OF THE EASTERN CARIBBEAN**

19TH E/CAR DCA

SUMMARY OF DISCUSSIONS

**CHRIST CHURCH, BARBADOS
6 TO 9 DECEMBER 2004**

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HISTORICAL

ii.1 Establishment of the meeting

The Nineteenth Meeting of Directors of Civil Aviation of the Eastern Caribbean was intended to address, at the Directors' level, the civil aviation development and problems of the Eastern Caribbean area since the last meeting of the Directors of Civil Aviation.

ii.2 Site, duration and opening of the meeting

The Meeting took place at the Blue Horizon Hotel, Rockley, Christ Church, Barbados, from 6 to 9 December 2004. Mr. Raymond Ybarra, Regional Director, ICAO Regional Office for North America, Central America and Caribbean, welcomed the participants and informed them of the work programme for the Meeting. The Hon. Mr. Noel Lynch, Minister of Tourism and International Transport, in presence of Mrs. Juanita Thorington Powlett, Permanent Secretary, also welcomed the participants and opened the meeting.

ii.3 Officers of the meeting

Mr. Anthony Archer, Director of Civil Aviation, acted as Chairman of the Meeting. Mr. Raymond Ybarra, Regional Director, ICAO Regional Office for North America, Central America and Caribbean, served as Secretary, supported by Mr. Guillermo Vega, Regional Officer, Aeronautical Meteorology also from the ICAO NACC Regional Office.

ii.4 Working arrangements

It was agreed that the working hours of the Meeting on the first day would be from 09:00 to 14:00 hours, and thereafter from 09:00 to 14:30 hours. During the four days the Meeting worked until a convenient recess time.

The Meeting approved the Draft Agenda and Work Programme as presented in WP/01.

ii.5 Attendance

The Meeting was attended by 20 participants from 6 States/Territories and 5 international organizations. A list of participants is shown in pages iii-1 to iii-6.

ii.6 Agenda

- Agenda Item 1:** Meeting Agenda and Schedule
- Agenda Item 2:** Follow-up matters
- 2.1 Valid Conclusions/Decisions of previous E/CAR/DCA and other Meetings relevant to the E/CAR area
- 2.2 28th E/CAR WG Meeting Report
- Agenda Item 3:** Air Navigation Developments
- 3.1 Special E/CAR CNS Meeting Report
- 3.2 E/CAR SAR Committee Report
- 3.3 Air Navigation Deficiencies
- 3.4 Other Air Navigation Developments
- Agenda Item 4:** MCI Task Force Activities Report
- Agenda Item 5:** Safety Oversight Developments
- Agenda Item 6:** Aviation Security Developments
- Agenda Item 7:** Other Business
- 7.1 Next NACC/DCA/2 Meeting

ii.7 List of Working Papers

WORKING PAPERS				
Num.	Agenda Item	Title	Date	Presented by
WP/01	1	Meeting Agenda and Schedule	20/09/04	Secretariat
WP/02	2.1	Status of E/CAR DCA Meeting Conclusions	21/09/04	Secretariat
WP/03	2.2	Review of the Twenty-Eighth Eastern Caribbean Working Group Meeting	22/09/04	E/CAR WG Chairman
WP/04	3.1	Executive Summary of the Special Eastern Caribbean CNS Meeting	24/11/04	Chairman and the Secretariat
WP/05	2.2	Review of 28 th E/CAR WG AIS	12/11/04	France
WP/06	3.3	Air Navigation Deficiencies	19/11/04	Secretariat
WP/07	4	Progress Report on the Development of the Caribbean Regional CAAMCIRP	22/11/04	Secretariat

WORKING PAPERS				
Num.	Agenda Item	Title	Date	Presented by
WP/08 Corr.	5	Transition to a System Approach for Audits in the ICAO Universal Safety Oversight Audit Programme (USOAP) and ICAO GASP Unified Strategy on Safety Concerns	06/12/04	Secretariat
WP/09	6	ICAO Aviation Security Developments	23/11/04	Secretariat
WP/10	7.1	Second North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/2)	06/09/04	Secretariat
WP/11	3.4	Air Traffic Services Quality Assurance Special Implementation Project for the Caribbean Region (CAR ATS QA SIP)	05/11/04	Secretariat
WP/12	3.3	ICAO CAR/SAM Air Navigation Deficiencies Database Special Implementation Project	03/11/04	Secretariat
WP/13	7	Human Resources and Training Planning	03/11/04	Secretariat
WP/14	3.1	Schedule and Action Plan for the Implementation of Radar Data Sharing in the E/CAR	12/11/04	IACL
WP/15	3.4	Status of the E/CAR ATM/CNS Committee and the E/CAR CNS/ATM Plan	12/11/04	IACL

ii.8 List of Information Papers

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IP/01 Rev.3	---	List of Working, Information and Discussion Papers	06/12/04	Secretariat
IP/02	---	General Information	08/09/04	Secretariat
IP/03	3.4	Amendment of Annex 12	22/10/04	United States
IP/04	7	Tentative Schedule – 2005 ICAO NACC Office – Meetings, Seminars, Courses and Workshops	17/11/04	Secretariat
IP/05	3.1	Explanation of the Requirements and Operational Advantages of Air-Ground Data Link Applications and Technical Related Matters	01/12/04	Secretariat
IP/06	3.4	French Safety Management Policy	04/12/04	France
IP/07	3.4	Update on RVSM Implementation in the CAR/SAM Regions, with respect to RVSM Implementation in the Piarco (TTZP) FIR	06/12/04	Trinidad & Tobago
IP/08	7	Reorganization of French Civil Aviation	06/12/04	France

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Agenda Item 1: Meeting Agenda and Schedule

1.1 The Meeting reviewed the draft agenda and work schedule for the Meeting, and approval was given as presented.

Agenda Item 2: Follow-up matters

2.1 Valid Conclusions/Decisions of previous E/CAR/DCA and other Meetings relevant to the E/CAR area

2.1.1 The Meeting reviewed Conclusions from the 18th Meeting of the Directors of Civil Aviation of the Eastern Caribbean (Port of Spain, Trinidad and Tobago, 9 to 11 December 2003). Information on action items from other relevant meetings was also presented. Based on the review, the Meeting took the following action:

Conclusions completed or superseded

Conclusion 18/5	<i>Procedures for the use of E-mail by AIS Units</i>
Conclusion 18/6	<i>Implementation of FL245 in the Piarco FIR</i>
Conclusion 18/7	<i>Common Transition Altitude for the E/CAR Region</i>
Conclusion 18/10	<i>Follow-up Meeting on the Implementation of the Recommendations Formulated in the COM/MET SIP Second Phase Report for the CAR Region</i>
Conclusion 18/11	<i>Survey Questionnaire on the Current Status of Implementation of the COM/MET SIP Second Phase, Recommendations</i>
Conclusion 18/13	<i>E/CAR Digital AFS Network Action Plan and Monthly Activities and Progress Reports</i>
Conclusion 18/14	<i>Special E/CAR Meeting</i>
Conclusion 18/17	<i>Aviation Security</i>
Conclusion 18/18	<i>Caribbean Seat on the ICAO Council</i>

2.1.2 The Meeting noted that Barbados, Trinidad and Tobago and OECS had benefited from the ICAO Air Traffic Services Quality Assurance Special Implementation Project carried earlier in 2004, and indicated that good progress was being made in this regard. However, feeling that additional work needed to be done, the Directors decided to retain Conclusion 18/1 *Implementation of an ATS Quality Assurance Program*, and re-titled it as follows:

CONCLUSION 19/1 IMPLEMENTATION OF AN ATS QUALITY ASSURANCE PROGRAMME

That,

- a) States/Territories/ATS Service Providers within the E/CAR sub-region develop and implement an ATS Quality Assurance Programme with associated supporting documents, outlining the purpose, goals, objectives and responsibilities of the programme; and
- b) each ATS unit should establish such a programme.

2.1.3 Conclusions 18/2 - *Training for MET/ATS/CNS/AIS/SAR Personnel* and 18/3 - *OPMET Information Exchange in E/CAR States*, were discussed jointly. The Meeting noted that MET services in the sub-region were provided by MET units responsible to Ministries other than those responsible for aviation matters. Because of this, and despite efforts to provide greater communication and coordination between air navigation units with MET service providers, only minimal success had been made. The Meeting also noted that the expanded Universal Safety Oversight Audit Program (USOAP) would include Annex 3, *Meteorological Service for International Air Navigation*, for which the Civil Aviation Authorities have responsibility for compliance.

2.1.4 It was also noted that the Caribbean Meteorological Institute, located in Barbados, conducted most of the MET training, but with little or no emphasis on aeronautical meteorology. The Directors felt that additional efforts by the ICAO Regional Office in Mexico City with the World Meteorological Organization (WMO) to provide necessary aeronautical meteorological training were important.

2.1.5 The Meeting also noted that a meeting regarding OPMET exchange to deal with recommendations emanating from the COM/MET SIP scheduled for 23 December 2004 had been cancelled due to lack of participation. The Meeting was also informed that some of the issues programmed for the meeting, WAFS equipment specifically, had been resolved. Considering the importance of MET issues in the provision of air navigation services, the following Conclusion was adopted:

CONCLUSION 19/2 IMPROVEMENT OF MET SERVICES

That, the Directors of Civil Aviation of the Eastern Caribbean, recognizing the importance of close communication between air navigation units and meteorological departments, agreed to:

- a) improve air navigation operational coordination procedures involving the provision of MET services; and
- b) clearly define the respective roles and responsibilities of air navigation units and meteorological offices in the provision of MET services;

2.1.6 Upon review of Conclusion 18/4 - *War Risk Insurance*, and information that ICAO had not been able to provide a training event on this matter, the Meeting noted that this was a very complex issue that not many governments understood. The Observer from CARICOM mentioned that there was a possibility of obtaining the services of a war risk insurance expert under their programme to review the issue of all types of insurance for CARICOM States. The Meeting also felt that ICAO Headquarters should once again be approached on the provision of an event on War Risk Insurance, and adopted the following Conclusion:

CONCLUSION 19/3 WAR RISK INSURANCE

That, considering the complexity of this issue, and the recurring need of States for information, the Directors of Civil Aviation of the Eastern Caribbean urge:

- a) ICAO to provide a training event on War Risk Insurance in 2005, and
- b) CARICOM to explore the possibility of providing information on this issue under its insurance programme review.

2.1.7 The Meeting discussed Search and Rescue matters initiated by Conclusion 18/8 - *Search and Rescue Planning*, deciding to retain the action and updated it as follows:

CONCLUSION 19/4 SEARCH AND RESCUE PLANNING

That,

- a) States/Territories provide copies of their respective National SAR Plans to the E/CAR SAR Committee by **30 March 2005**;
- b) States/Territories review the SAR Operations Costs presented in **Appendix A** to this part of the report, establish how these costs shall be covered and provide this information to the E/CAR SAR Committee for further analysis by **30 June 2005**, and
- c) the E/CAR SAR Committee prepare a programme for a tabletop exercise of the E/CAR SAR Plan to be presented at the 20th E/CAR/DCA meeting for approval.

2.1.8 The Meeting took under consideration Conclusion 18/16 - *World Aeronautical Charts* and Conclusion 28/3 - *Follow-up to the total Implementation of WGS-84* from the E/CAR WG/28 meeting, and noted that the E/CAR AIS Committee had not been able to deal with the requirement for world aeronautical charts for the subregion nor with the task of standardizing common geographical boundary coordinates of the FIRs and CTR/TMAs. The Directors noted that a short meeting of the AIS Committee to specifically deal with both these issues would be the most prudent manner to handle this situation. With France offering to host this meeting, the Directors therefore agreed to the following:

2.2.3 Upon review of Conclusion 28/7 – *RVSM, RNAV and RNP Implementation in the Eastern Caribbean*, and information provided by Trinidad and Tobago presented in IP/07, with its action plan, updated on the RVSM implementation status in the Piarco (TTZP) FIR, the Directors approved this conclusion. However, it was agreed that even though the RVSM implementation was concluded, this matter should be sent to the E/CAR WG for action.

2.2.4 With regard to Conclusion 28/12 - *ATM Contingency Plan for the Eastern Caribbean*, in order to ensure the continued safety of air navigation in the event of partial or total disruption of air traffic services, the Meeting discussed its impact on operations, and it was decided that this Conclusion remained valid and should be renumbered. The Meeting therefore adopted the following Conclusion:

CONCLUSION 19/6 ATM CONTINGENCY PLAN FOR THE EASTERN CARIBBEAN

That,

- a) E/CAR States/Territories/International Organizations who have not yet done so, develop their ATS National Contingency Plan to support Air Traffic Services (ATS) within their airspace (CTA/UTA/FIR) and aerodromes of jurisdiction;
- b) Trinidad and Tobago carries out bilateral and multilateral agreements with States/Territories/International Organizations responsible for the adjacent airspace, in coordination with the ICAO NACC Regional Office, to develop an ATM Regional Contingency Plan for Piarco FIR in accordance with the guidelines attached in **Appendix C** to this report; and
- c) E/CAR States/Territories/International Organizations submit to the ICAO Regional NACC Office a copy of their ATS Contingency Plan no later than **31 March 2005**.

2.2.5 With regard to Conclusion 28/14, the Meeting reviewed and updated the E/CAR WG Terms of Reference and Work Programme, the results of which are presented in **Appendix D** to this part of the report. The Meeting therefore adopted the following Conclusion:

CONCLUSION 19/7 E/CAR WG TERMS OF REFERENCE AND WORK PROGRAMME

That, the E/CAR WG adopt the amended Terms of Reference and Work Programme as presented in Appendix E to this part of the Report.

APPENDIX A

SEARCH AND RESCUE OPERATIONS COSTS

1. PREAMBLE

1.1 The Eastern Caribbean States form a 500-mile chain of small islands located in a vast area of water. The total land area is less than one percent of the total surface area of the Piarco Flight Information Region that extends eastwards to the mid-Atlantic Ocean.

1.2 Some of our islands have small airports that cater only for small and medium aircraft as they cannot accommodate today's large commercial airplanes. Non-the-less, all of these islands are situated along or within close proximity to major ATS routes and as a result are over-flown by many aircraft of all types and sizes. There is therefore the need for the Authorities to be prepared to provide appropriate services as may be required.

1.3 Search and Rescue Service is one such service that is required to be provided and in this case, it is equally important to plan for SAR operations on land as well as on the sea.

1.4 Annex 12 to the Convention on International Civil Aviation deals with Search and Rescue and is supported by DOC 7333 - Search and Rescue Manual and DOC 8733 - Caribbean and South American Regional Air Navigation Plan. This Annex is also supplemented by the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual, Volumes I, II and III.

1.5 SAR plans outline the use of specialized equipment and services that must be made available in order to effect a proper SAR operation. Much of this is owned and routinely operated by National Security Services and by various Industries/Operators. However, although on humanitarian grounds or by prior agreements these organizations may respond and make the equipment available, a cost will always be incurred by the owner, and consideration must be given to the fact that this cost or part of it may be passed to the authority responsible for SAR.

2. RESCUE CO-ORDINATION CENTRE (RCC)

2.1 The RCC is the centre established for the purpose of directing SAR operations.

2.2 This unit must be staffed and prepared with all appropriate office furnishings and equipment including computers with Internet connection and with capability of communicating by voice and data links with key Units and Personnel involved in the SAR operation.

2.3 A conference room/briefing room must be available for strategy meetings and for media briefing by the appropriate Briefing Officer.

2.4 A Rescue Sub-Centre (RSC) may be set up as needed in a strategic location, close to the SAR site with instant communications with the RCC and key persons utilizing frequencies in accordance with the provisions of the ITU Radio regulations.

2.5 A hospital Unit, set up on-scene, must provide for the injured until their condition is stable enough for them to be transported elsewhere. Services ranging from First Aid to Emergency Operations may be required. There may be need for a temporary morgue for collection and storage of human remains.

2.6 A large warehouse or hangar can serve as a collection area for salvaged materials.

2.7 All of these units should operate 24 hours everyday until the operations are completed. A proper supply of electricity with no-break standby must be provided.

3. EQUIPMENT

3.1 The actual SAR activities will involve the use of the following vehicles:

3.2 Airborne SAR operations would require the use of Landplanes, seaplanes, helicopters and amphibian aircraft, which may be provided by the Military Services, Police and commercial and private operators.

3.3 Maritime operations rely on the use of Rescue vessels, Rescue boats, Dinghies, Tugs and Barges from Military, Police, Port Authority and Off-shore Heavy Industries (oil and gas exploration etc.). While Merchant vessels, fishing vessels, yachts, small-craft from commercial and private operators can be included.

3.4 Road transport is achieved by Fire and Rescue Trucks, Ambulances, Army transport type trucks, heavy duty flat-bed trucks, buses, jeeps and cars for the movement of persons and equipment. Off-road operations must depend on the use of 4 wheel drive vehicles and vehicles with caterpillar traction.

3.5 Some of these trucks must be outfitted with special equipment such as winches and lifting equipment (Cranes).

3.6 Some costs associated with such equipment would be for fuel, oils and water as well as hangars for aircraft, mooring facilities for marine vehicles and garages. These facilities must be suitable for the conduct of maintenance checks and repairs.

3.7 Other mechanical equipment include portable generators and associated lighting systems, SCUBA and other equipment to support diving operations. As far as practical, vehicles and key personnel must be supplied with appropriate communication equipment.

3.8 In the case of the setting up of a morgue, adequate refrigeration and specialist personnel would be needed.

4. MAN POWER

4.1 The personnel required for the SAR operation may comprise:

- The RCC Chief and a support team;
- Fire and Rescue;
- Army, Police and other Security personnel;
- Coast Guardsmen, Divers and support personnel;

- Aircraft and Ship crews including Pilots, Navigators and Mechanics and Engineers;
- Drivers and loaders
- Hazardous Material expert;
- Doctors, Nurses, Paramedics and support personnel for hospital and morgue;
- Customs, Immigration and Health Officers;
- Communications Engineers and Technicians;
- Land guides and Forest Rangers for forested terrain;
- Caterers, cooks and support personnel;

4.2 Where Specialist SAR personnel are not readily available, having them come in from another State can result in direct costs for airline tickets, transportation, hotel accommodation and meals.

5. SUPPLIES

5.1 Personnel participating in the SAR operations must be provided with the following:

- Meals, water, ice and medicine;
- Safety and protective gear such as hard hats, boots, rope, cutlasses and blankets;
- Toilet facilities;

5.2 Units such as RCC, RSC, Hospital and Morgue must be provided with the following:

- Electricity by way of portable generators;
- Hospital Linens;
- Office Stationary supplies;
- Office equipment such as Computer, Telephone/Facsimile, Copier;

6. TRAINING

6.1 Search and Rescue operations require specialist personnel such as a RCC Chief and a team of knowledgeable persons for planning, executing and coordinating the activities in an efficient and effective manner. It is therefore in the interest of the States to have selected persons trained to fill the many roles required in such operation. In so doing, expertise would be available to ensure a high degree of achievement during SAR operations.

7. CONCLUSION

7.1 This paper does not go into great details as it merely presents to the Directors of Civil Aviation a breakdown of possible types of costs incurred during a SAR operation and like most lists of its kind, it should be updated from time to time. It is suggested that the documents named in paragraph 1.4 of the preamble to this appendix be referenced in conjunction with this document.

**APPENDIX B
CONCLUSIONS AND DECISIONS OF THE 28th E/CAR/WG**

CONCLUSIONS

FIELD	CONCLUSIONS	ACTION FOR	STATUS
GEN	CONCLUSION 28/1 ACTION PLANS FOR THE RESOLUTION OF AIR NAVIGATION DEFICIENCIES That the E/CAR State/Territory of Anguilla and Saint Kitts prepare Action Plans for the resolution of the outstanding Deficiencies and submit these to the ICAO NACC Regional Office as soon as possible, and definitely by 31 January 2005 .	Anguilla Saint Kitts and Nevis	Completed
AIS	CONCLUSION 28/2 ESTABLISHMENT OF AN AIS/MAP AUTOMATED REGIONAL DATABASE SYSTEM That, the Eastern Caribbean States and Territories support the activities and tasks of the E/CAR AIS Committee to review and coordinate requirements so as to develop and present an Action Plan for the Implementation of AIS/MAP Automated Regional Database System to the 20 th E/CAR DCA Meeting.	States/ Territories	Approved
AIS	CONCLUSION 28/4 AIS COORDINATION BETWEEN TRINIDAD AND TOBAGO AND VENEZUELA That the ICAO NACC Regional Office make the corresponding arrangements and provide the necessary support to carry out the coordination between Trinidad and Tobago and Venezuela CAAs in AIS matters.	ICAO	Completed
AIS	CONCLUSION 28/5 PARTICIPATION OF AIS STAFF IN TECHNICAL VISITS PROGRAMME That, E/CAR States and Territories' Aeronautical Authorities support their AIS staff to have an annual programme of technical visits to other AIS offices in order to be more productive by reporting the progress made as a result of the visit.	States/ Territories	Approved
MET	CONCLUSION 28/6 USE OF THE INTERNET TO ACCESS WAFS FORECASTS AND OPMET DATA That, in case an Eastern Caribbean State/Territory does not have a new or updated operational workstation at the time X.25 Protocol is no longer supported on the ISCS, the alternative method of acquisition of WAFS data such as the File Transfer Protocol (FTP) service via Internet, should be considered and evaluated.	States/ Territories	Completed
ATM	CONCLUSION 28/7 RNAV AND RNP IMPLEMENTATION IN THE EASTERN CARIBBEAN That Trinidad and Tobago, in coordination with the other relevant States, develop an Action Plan, based on the Appendices C and D to this part of the Report in coordination with the ICAO NACC Regional Office, to be carried out by the Eastern Caribbean, in order to implement, RNAV and RNP in the Area.	Trinidad and Tobago/ States/ Territories	Approved

FIELD	CONCLUSIONS	ACTION FOR	STATUS
ATM	<p>CONCLUSION 28/8 IMPLEMENTATION OF ATS SAFETY MANAGEMENT PROGRAMMES AND MINIMUM SAFETY LEVELS</p> <p>That the E/CAR States/Territories/International Organizations:</p> <ul style="list-style-type: none"> a) develop an action plan to implement ATS safety management programmes through systematic and suitable programmes with the aim of ensuring safety in the provision of ATS within the airspace and aerodromes under their jurisdiction by 31 August 2005; b) establish in those programmes the objectives and minimum acceptable levels; and c) submit to the ICAO NACC Regional Office the ATS safety management programmes applicable to their airspace and aerodromes of jurisdiction. 	States/ Territories	Approved
ATM	<p>CONCLUSION 28/9 IMPLEMENTATION OF ATS QUALITY ASSURANCE PROGRAMMES FOR EASTERN CARIBBEAN THROUGH THE PARTICIPATION IN THE SPECIAL IMPLEMENTATION PROJECT FOR THE CARIBBEAN REGION</p> <p>That the E/CAR States/Territories/International Organizations:</p> <ul style="list-style-type: none"> a) take note of the approved Air Traffic Services Quality Assurance Special Implementation Project for the Caribbean Region; b) foster the participation of the E/CAR States/Territories/International Organizations in the QA SIP that will be held in the second semester of 2004; and, c) urge those States/Territories that have not done so, to provide the point of contact information for the QA SIP to the ICAO NACC Office by 31 May 2004. 	States/ Territories/ International Organizations	Completed
ATM	<p>DRAFT CONCLUSION 28/12 ATM CONTINGENCY PLAN FOR THE EASTERN CARIBBEAN</p> <p>That,</p> <ul style="list-style-type: none"> a) E/CAR States/Territories/International Organizations who have not yet done so, develop their ATS National Contingency Plans to support Air Traffic Services within their airspace (CTA/UTA/FIR) and aerodromes of jurisdiction; b) Trinidad and Tobago carries out bilateral and multilateral agreements with States/Territories/International Organizations responsible for the adjacent airspace, in coordination with the ICAO NACC Regional Office, to develop an ATM Regional Contingency Plan for Piarco FIR in accordance with the guidelines attached in the Appendix E to this report; and c) E/CAR States/Territories/International Organizations submit to the ICAO NACC Regional Office a copy of their ATS Contingency Plan no later than 30 November 2004. 	<ul style="list-style-type: none"> a) States/ Territories/ International Organizations b) Trinidad and Tobago 	Superseded by Conclusion 19/6

FIELD	CONCLUSIONS	ACTION FOR	STATUS
GEN	<p>DRAFT CONCLUSION 28/14 TERMS OF REFERENCE AND WORK PROGRAMME OF THE EASTERN CARIBBEAN WORKING GROUP (E/CAR WG)</p> <p>That, the E/CAR WG adopt the revised Terms of Reference and Work Programme as presented in the Appendix to this part of the Report.</p>	E/CAR WG	Superseded by Conclusion 19/7

DECISIONS

FIELD	DECISIONS	ACTION FOR	STATUS
ATM	<p>DECISION 28/10 STRATEGY FOR OPERATIONAL REQUIREMENTS OF AN ATM AUTOMATED SYSTEM</p> <p>That the E/CAR ATM Committee:</p> <p>a) develops an action plan to establish ATS operational requirements for the integration of automated systems in the E/CAR, through the strategy pointed out in Appendix D to this part of the report;</p> <p>b) presents the action plan in the next 29 E/CAR WG Meeting; and</p> <p>c) coordinates the action plan with the ICAO NACC Regional Office, so as to ensure an harmonious integration of the ATM automated systems in CAR Region to be coherent with the Regional Air Navigation Plan (ANP) for CAR/SAM Regions.</p>	E/CAR ATM Committee	Noted
CNS	<p>DECISION 28/11 ACTION PLAN FOR THE IMPLEMENTATION OF THE D-ATIS AND PDC SERVICES IN INTERNATIONAL AERODROMES OF THE EASTERN CARIBBEAN.</p> <p>That Trinidad and Tobago:</p> <p>a) develops, in coordination with NACC Regional Office, an action plan to implement ATS data link technology with benefits for ATS providers and users in the Eastern Caribbean; and</p> <p>b) presents to the 29th E/CAR WG the Action Plan to implement the D-ATIS and PDC services in the Eastern Caribbean international aerodromes.</p>	Trinidad and Tobago	Noted
CNS	<p>DECISION 28/13 ACTION PLAN FOR RADAR DATA SHARING IN THE E/CAR</p> <p>That:</p> <p>a) Barbados, Antigua and Trinidad and Tobago provide France with the required technical information on their radars; and</p> <p>b) the Radar Data Sharing Task Force present the action plan for radar data sharing in the E/CAR area in the 29th E/CAR WG.</p>	Radar Data Sharing Task Force, Barbados, Antigua and Trinidad and Tobago	Approved

APPENDIX C

ATM REGIONAL CONTINGENCY PLAN FOR CTA/UTA/FIR

OBJECTIVE: This contingency plan contains arrangements to ensure the continued safety of air navigation in the event of partially or total disruption of air traffic services (ATS) and is related to ICAO Annex 11- *Air Traffic Services* Chapter 2, paragraph 2.2.8. The contingency plan should be designed to provide alternative routes, using existing airways in most cases, which will allow aircraft operators to fly through or avoid airspace within the (XXX) CTA/UTA/FIR.

AIR TRAFFIC MANAGEMENT

ATS Responsibilities

Tactical ATC considerations during periods of over-loading may require re-assignment of routes or portions thereof.

Alternative routes should be designed to maximize the use of existing ATS route structures and communication, navigation and surveillance services.

In the event that ATS cannot be provided within the (XXX) CTA/UTA/FIR, the Civil Aviation Authority shall publish the corresponding NOTAM indicating the following:

- a) Time and date of the beginning of the contingency measures;
- b) Airspace available for landing and overflying traffic and airspace to be avoided;
- c) Details of the facilities and services available or not available and any limits on ATS provision (e.g., ACC, APP, TWR and FIS), including an expected date of restoration of services if available;
- d) Information on the provisions made for alternative services;
- e) ATS contingency routes;
- f) Procedures to be followed by neighbouring ATS units;
- g) Procedures to be followed by pilots; and
- h) Any other details with respect to the disruption and actions being taken that aircraft operators may find useful.

In the event that the CAA is unable to issue the NOTAM, the (alternate) CTA/UTA/FIR will take action to issue the NOTAM of closure airspace upon notification by corresponding CAA or the ICAO NACC Regional Office.

Separation

Separation criteria will be applied in accordance with the *Procedures for Air Navigation Services-Air Traffic Management* (PANS-ATM, Doc 4444) and the Regional Supplementary Procedures Doc. 7030).

Level Restrictions

Where possible, aircraft on long-haul international flights shall be given priority with respect to cruising levels.

Other measures

Other measures related to the closure of airspace and the implementation of the contingency scheme with the (XXX) CTA/UTA/FIR may be taken as follows:

- a) Suspension of all VFR operations;
- b) Delay or suspension of general aviation IFR operations; and,
- c) Delay or suspension of commercial IFR operations.

TRANSITION TO CONTINGENCY SCHEME

During times of uncertainty when airspace closures seem possible, aircraft operators should be prepared for a possible change in routing while en-route, familiarization of the alternative routes outlined in the contingency scheme as well as what may be promulgated by a State via NOTAM or AIP.

In the event of airspace closure that has not been promulgated, ATC should, if possible, broadcast to all aircraft in their airspace, what airspace is being closed and to stand by for further instructions.

ATS providers should recognize that when closures of airspace or airports are promulgated, individual airlines might have different company requirements as to their alternative routings. ATC should be alert to respond to any request by aircraft and react commensurate with safety.

TRANSFER OF CONTROL AND COORDINATION

The transfer of control and communication should be at the common FIR boundary between ATS units unless there is mutual agreement between adjacent ATS units. ATS providers should also review current coordination requirements in light of contingency operations or short notice of airspace closure.

PILOTS AND OPERATOR PROCEDURES

Pilots need to be aware that in light of current international circumstances, a contingency routing requiring aircraft to operate off of normal traffic flows, could result in an intercept by military aircraft. Aircraft operators must therefore be familiar with international intercept procedures contained in ICAO Annex 2 to the Chicago Convention, paragraph 3.8 and Appendix 2, Sections 2 and 3.

Pilots need continuously guard the VHF emergency frequency 121.5 MHz and should operate their transponder at all times during flight, regardless of whether the aircraft is within or outside airspace where secondary surveillance radar (SSR) is used for ATS purposes. Transponders should be set on a discrete code assigned by ATC or select code 2000 if ATC has not assigned a code.

If an aircraft is intercepted by another aircraft, the pilot shall immediately:

- a) Follow the instructions given by the intercepting aircraft, interpreting and responding to visual signals in accordance with international procedures;
- b) Notify, if possible, the appropriate ATS unit;
- c) Attempt to establish radio communication with the intercepting aircraft by making a general call on the emergency frequency 121.5 MHz and 243 MHz if equipped; and
- d) Set transponder to code 7700, unless otherwise instructed by the appropriate ATS unit.

If any instructions received by radio from any source conflict with those given by the intercepting aircraft, the intercepted aircraft shall request immediate clarification while continuing to comply with the instructions given by the intercepting aircraft.

OVERFLIGHT APPROVAL

Aircraft operators should obtain overflight approval from States for flights operating through their jurisdiction of airspace, where required. In a contingency situation, flights may be rerouted at short notice and it may not be possible for operators to give the required advanced notice in a timely manner to obtain approval. States responsible for the airspace in which contingency routes are established should consider making special arrangements to expedite flight approvals in these contingency situations.

CONTINGENCY UNIT

The ATM national contingency unit assigned the responsibility of monitoring developments that may dictate the enforcement of the contingency plan and coordination of contingency arrangements is:

Name of Agency:

Contact Person:

Telephone:

Fax:

Email:

The National Contingency Unit will liaise through the ICAO NACC Regional Office.

The ICAO NACC Office will:

- a) closely monitor the situation and coordinate with all affected States and the IATA Regional Office, so as to ensure air navigation services are provided to international aircraft operations in the CAR Region;

- b) take note of any incidents reported and take appropriate action;
- c) provide assistance as required on any issue with the Civil Aviation Administrations involved in the contingency plan; and
- d) keep the President of the Council of ICAO, the Secretary General, C/RAO, D/ANB and C/ATM continuously informed on developments, including activation of the contingency plan.

REROUTING SCHEME

In the event of closure the (XXX) CTA/UTA/FIR, aircraft operators should file their flight plans using the alternative contingency routes listed in the scheme below in order to ensure avoidance that airspace (CTA/UTA/FIR).

Present ATS ROUTE	CONTINGENCY ROUTINGS	FIRs INVOLVED
In lieu of:	(ATS unit) provides ATC on the following routings: <i>CR1:</i> <i>CR2:</i> <i>CR3:</i>	XXX: In coordination with XXX
In lieu of:	(ATS unit) provides ATC on the following routing: <i>CR4:</i>	XXX: In coordination with XXX

All aircraft should establish and maintain contact on published VHF or HF frequencies with the (XXX) ATS unit (APP/ACC/FIC) responsible for the airspace being traversed.

List of points of contact of all concerned States, IATA and ICAO NACC Office.

State /International Organization	Point of contact	Telephone/Fax	E-mail
		Tel. Fax.	
		Tel. Fax.	
		Tel. Fax.	
IATA		Tel. Fax:	
ICAO	Raymond Ybarra Victor Hernandez	Tel.: (5255) 5250 3211 Fax: (5255) 5203 2757 AFTN: MMMXICOX	rybarra@mexico.icao.int vhernandez@mexico.icao.int icao_nacc@mexico.icao.int

APPENDIX D

**EASTERN CARIBBEAN WORKING GROUP (E/CAR WG)
TERMS OF REFERENCE AND WORK PROGRAMME**

1. Terms of reference

- a) The E/CAR Working Group was established for the purpose of examining problems affecting airspace organization and utilization in the Eastern Caribbean area for States and Territories in the PIARCO and San Juan FIRs.
- b) Its terms of reference were expanded at the 18th E/CAR WG Meeting (Saint Lucia, October 1994) to include the examination on a continual basis of problems affecting all fields of Air Navigation in the Eastern Caribbean area.

2. Work Programme

TASK NUMBER	FIELD	TASK DESCRIPTION	Priority	Date	
				Start	End
1	AIS	Coordinate common WGS -84 points information with neighbouring States for the full implementation of WGS-84 in the E/CAR area. (1)	A		May 2005
2	AIS	Implement the AIS/MAP Automation System for the E/CAR area. (1)	A		Dec, 2005
3	AIS	Establish procedures to access on line AIS information in accordance with ICAO guidelines	B	2004	Dec. 2006
4	AIS	Analyse the requirements for world aeronautical charts and, if applicable, prepare a proposal of their production for the E/CAR Region	B	2004	Dec. 2006
5	ATM	Develop an implementation strategy for GNSS procedures in the E/CAR area. (2)	A		On-going
6	ATM	Identify, study and make recommendations to resolve air navigation deficiencies in the E/CAR area. (2)	A		On-going
7	ATM	Review and make recommendations to enhance the airspace configuration, ATC procedures and ATS route network in the E/CAR area. (2)	A		On-going
8	ATM	Develop and implement a RNAV Routes Regional Plan compatible with the CAR/SAM RNAV Programme, analysing the impact on the airspace provision of Air Traffic Services and establishing the relevant coordination to enable the integrated, harmonious and timely implementation. (2)	B		May 2005
9	ATM	Develop and implement a Human Resources Training Plan considering the requirements for the next five years and the Guidance Manual for the Training of Human Resources on CNS/ATM Systems. (2)	B		May 2005
10	ATM	Develop operational strategy for the integration of ATS automated systems in applications of the CNS/ATM Implementation Plan in the Piarco FIR (2)	B		Dec. 2005

TASK NUMBER	FIELD	TASK DESCRIPTION	Priority	Date	
				Start	End
11	ATM	Prepare a proposal to establish a common transition altitude in the TMAs of the Piarco FIR	A	2004	Dec. 2005
12	CNS	Implementation of a Frame Relay network to support a number of services including protocols X.25 and TCP/IP (4)	A		Dec. 2005
13	CNS	Establishment of a common seamless ATS surveillance system in the E/CAR area through radar data sharing. (3)	A		On-going
14	CNS/ATM	Maintain up-to-date a CNS/ATM Implementation Plan for the E/CAR area. (5)	B		On-going
15	MET	Establish quality control mechanisms for OPMET exchange messages	B	2004	On-going

Notes:

- (1) denotes tasks assigned to the AIS Committee (Rapporteur: Barbados – Shirley Ford)
- (2) denotes tasks assigned to the ATM Committee (Coordinator: Trinidad and Tobago - Trevor Dowrich)
- (3) denotes tasks assigned to the Radar Data Sharing Task Force (Rapporteur: France - Roger Prudent)
- (4) denotes tasks assigned to IACL
- (5) denotes tasks assigned to the E/CAR CNS/ATM Committee (Coordinator: IACL).

Priority

- A** High priority tasks, on which work should be speeded up.
- B** Medium priority tasks, on which work should commence as soon as possible, but without detriment to priority **A** tasks.
- C** Tasks of lesser priority, on which work should commence as time and resources allow, but without detriment to Priority **A** and **B** tasks.

3. Composition

Anguilla, Antigua and Barbuda, Aruba, Barbados, British Virgin Islands, Dominica, France, Grenada, Guyana, Montserrat, Netherlands Antilles, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Suriname, Trinidad and Tobago, United Kingdom, United States, Venezuela, ACI, IACL, IATA, IFALPA, IFATCA, and OECS.

4. Working Methods

- a) the E/CAR WG has established a standing Chairperson for its meetings with a term of 3 years on a rotational basis to lead the E/CAR WG meetings providing continuity to its work and establishing a communication link between the ICAO NACC Regional Office and the members of the E/CAR WG in between meetings;

-
- b) the host State or Territory of the E/CAR WG Meetings will serve as Vice-Chairperson of the Meeting;
 - c) nomination for the position of Rapporteur of Committees and/or Task Forces may be presented by any State or Territory which is a member of the E/CAR WG;
 - d) the Committees and Task Forces should co-ordinate and advance their works between meetings as follows;
 - conduct work via written correspondence, i.e. e-mail, fax, etc.
 - conduct work via phone and teleconference calls;
 - hold meetings when necessary;
 - e) when required, the Secretariat, in consultation with the Chairperson, should establish the first day of the E/CAR WG Meeting as a Committee/Task Force meeting day for these groups to advance their work; and
 - f) classification/definitions to record recommendations in the meeting reports:

DECISIONS

Internal actions of the E/CAR WG

DRAFT CONCLUSIONS

Actions requiring communications to States and Territories and/or endorsement by the E/CAR DCAs Meeting.

5. Meeting Sites

- a) the following meeting host rotation programme has been adopted for the E/CAR Informal Working Group Meetings;
- b) any other States and International Organizations normally invited to participate in the E/CAR Working Group meetings may at any time offer to host a meeting;

- c) should a State or Group of Territories be unable to host a particular Working Group meeting as per the programme, it may exchange positions with another State or Group of Territories through bilateral discussions and the ICAO Regional Office should be informed of the change at the latest six months before the convening of the meeting;
- d) should a State or Group of Territories be unable to host a particular Working Group meeting as per the programme and not have exchanged positions in the programme with another State or Territory, the ICAO Regional Office should be advised at least six months before the convening of the meeting, where upon the next State on the list should take on the responsibility of hosting the meeting; and
- e) Meeting Host Rotation Programme:

YEAR	STATES OR GROUP OF TERRITORIES
2004	UK Overseas Territories (Anguilla, British Virgin Islands, Montserrat)
2005	Saint Vincent and the Grenadines
2006	Saint Lucia
2007	Trinidad and Tobago
2008	Antigua and Barbuda
2009	Netherlands Antilles
2010	Barbados
2011	French Antilles
2012	United States
2013	Saint Kitts and Nevis

Agenda Item 3: Air Navigation Developments

3.1 Special E/CAR CNS Meeting Report

3.1.1 The Secretariat presented WP/04 based on Conclusion 18/14 of the 18th E/CAR DCA Meeting, whereby the Special Eastern Caribbean Communications, Navigation and Surveillance (S-E/CAR CNS) Meeting was held in Port of Spain, Trinidad and Tobago, from 20 to 22 October 2004.

3.1.2 The Directors of Civil Aviation received, commented and approved the following conclusions formulated by the S-E/CAR CNS Meeting, some with altered deadlines.

CONCLUSION 19/8 UPGRADE OF THE E/CAR AFS NETWORK ON FRAME RELAY MANAGEMENT SYSTEM

That, IACL,

- a) be urged to provide the E/CAR AFS Network on Frame Relay Management System platform before the end of December 2005; and
- b) following the conclusion 17/13 of the 17th E/CA DCA Meeting provide to the DCAs, as soon as possible, a report on the status of the implementation of the digital network, as well as an updated Project Plan related to this subject.

CONCLUSION 19/9 IMPROVING THE INTERCONNECTION AND INTEROPERABILITY OF THE E/CAR AFS DIGITAL NETWORK WITH NEIGHBOURING NETWORKS

That, in order to fully meet the current AFS requirements and future new communication services providing interconnection/interoperability of the E/CAR AFS digital network with neighbouring networks:

- a) Trinidad and Tobago be urged to implement a REDDIG VSAT node at Piarco ACC before the end of March 2005;
- b) Trinidad and Tobago, United States and IACL study the feasibility to implement an additional interconnection/ interoperability point of the E/CAR Digital Network with other neighbouring networks;
- c) as mentioned in paragraph b) above, a meeting is proposed to be held in San Juan, Puerto Rico before the end of January 2005, reporting the results to the next E/CAR WG Meeting; and
- d) in order to meet the study mentioned in the paragraph b) above, take into account the,

- 1) updated AFS requirements contained in Tables CNS1A and CNS1C of the FASID that are shown as **Appendices A and B** to this part of the report;
- 2) infrastructure and the available logistical support in the proposed interconnection site; and
- 3) “Guidance material to initiate the analysis of digital network interconnection in the CAR/SAM Regions” recommended by Conclusion 10/27 of the GREPECAS.

CONCLUSION 19/10 STUDY THE FEASIBILITY AND UPDATE THE STRATEGY PLAN OF MODERNIZATION OF THE VOICE AND DATA CIRCUIT BETWEEN PORT OF SPAIN AND SAN JUAN

That, based on the global development and the capabilities of the new AFTN switching of Piarco, Trinidad and Tobago, United States and IACL,

- a) study the feasibility, and update the strategy plan of modernization of the voice and data circuit between Port of Spain, Trinidad and Tobago and San Juan, Puerto Rico by the migration from X.25 protocol to TCP/IP protocol; and
- b) report the results of the study mentioned in the above paragraph to the 29th E/CAR Working Group Meeting.

CONCLUSION 19/11 PROPOSAL FOR AMENDMENT TO THE ATS REQUIREMENTS FOR SPEECH CIRCUITS COMMUNICATIONS IN THE TABLE CNS 1C, FASID

That, based on Appendix B to this part of the Report, ICAO NACC Regional Office establish the appropriate amendment in order to include in the Table CNS 1C of the FASID the ATS requirements for speech circuits communications in accordance with the aforementioned table **by 31 March 2005**.

CONCLUSION 19/12 UPDATED E/CAR SURVEILLANCE PLAN

That, based on the **Appendix C** to this part of the report, ICAO update the E/CAR part of the Table CNS 4 A – *Surveillance Plan* of the FASID CAR/SAM ANP by **31 March 2005**.

CONCLUSION 19/13 REQUESTED INFORMATION ON E/CAR RADAR COVERAGE

That, Antigua and Barbuda, Barbados, Trinidad and Tobago provide, through the ICAO NACC Office as appropriate, radar paper coverage charts at 3000, 5000, 10000 and 20000 feet by **31 January 2005**.

CONCLUSION 19/14 REQUESTED TECHNICAL INFORMATION ON RADAR STATIONS

That,

- a) Antigua/OECS provide to STNA/ALENIA technical specifications; and
- b) Trinidad and Tobago, Barbados and Antigua and Barbuda provide the Radar Data Sharing Task Force Rapporteur with their ICD with their global radar architecture.

CONCLUSION 19/15 REQUESTED LETTER OF AGREEMENT REGARDING THE PROVISION OF RADAR DATA TO THE DACOTA SYSTEM

That, States and Territories listed hereunder¹, be informed through the ICAO NACC Regional Office of the need for their agreement to provide radar data to the DACOTA System in Martinique by **31 January 2005**, in accordance with the Draft Letter shown in **Appendix D** of this part of the Report.

¹Antigua and Barbuda, Barbados, Netherlands Antilles, Saint Maarten, Trinidad and Tobago.

CONCLUSION 19/16 REQUEST FOR SUPPORT OF THE E/CAR CNS ACTIVITIES

That, the Directors of Civil Aviation of the E/CAR States and Territories review and support the organizational structure of their aviation administrations with a view to ensuring that suitably trained personnel are assigned to specific responsibility for CNS matters.

3.1.3 The Meeting also considered that Decision 14 of the S-E/CAR CNS Meeting required approval by the DCAs, and should therefore be considered a Conclusion as follows:

CONCLUSION 19/17 FOLLOW UP THE PROGRESS OF THE POSSIBLE RADAR REMOTING TO PIARCO ACC

That Trinidad and Tobago keep the Radar Sharing Task Force informed of the progress regarding the possible remoting of Barbados and current DACOTA images system to Piarco ACC.

3.1.4 The Directors also determined that several of the conclusions presented as well as two of the Decisions merited approval and submission to the E/CAR WG for its action as follows:

CONCLUSION 19/18 COMPLIANCE WITH THE GREPECAS SAC-ASTERIX ASSIGNMENT PLAN

That, the E/CAR States/Territories be urged to become compliant with the GREPECAS SAC-ASTERIX assignment Plan recommended by Conclusion 12/48 of GREPECAS by the end of 2005.

**CONCLUSION 19/19 PRELIMINARY GUIDANCE ON TECHNICAL
INFRASTRUCTURE AS SUPPORT TO THE EVOLUTIONARY
IMPLEMENTATION OF ATS/ATM AUTOMATED SYSTEMS**

That, in order to implement the technical infrastructure as a support to the evolutionary implementation of ATS/ATM automated systems, the E/CAR States/Territories should consider the preliminary guidance that is shown in **Appendix E** of this part of the report.

**CONCLUSION 19/20 TRANSFER THE TASK RELATED TO FLIGHT PLAN AND
POSITION REPORTS TO E/CAR ATM COMMITTEE**

That the task to analyse the transmission of Flight Plan data and updated position reports on airborne flights to be used for ATM purposes be transferred to E/CAR ATM Committee.

**CONCLUSION 19/21 TRANSFER THE TASK RELATED TO OCEANIC
SURVEILLANCE TO E/CAR WORKING GROUP**

That the task related to oceanic surveillance be transferred to the E/CAR WG.

AMHS Implementation

3.1.3 Under this Agenda Item, the Meeting was presented with Draft Conclusion 3 of the S-E/CAR CNS Meeting, which proposed the appropriate actions to consider conducting studies to replace AFTN switching centres of the E/CAR States/Territories with ATS message handling systems (AMHS), or directly implement AMHS servers.

3.1.4 The Meeting expressed its strong concern since it concurred that the Directors have an enormous lack of knowledge of the AMHS. There was also a concern voiced by the Meeting that improved communication was required from ICAO on this matter in the form of collaboration through sharing pertinent information and data.

3.1.5 The Meeting requested that care should be taken in the implementation of some draft conclusions, which should reflect realistic situations. As a result, the Directors adopted the following Conclusion replacing Draft Conclusion 3:

**CONCLUSION 19/22 PROVISION OF AMHS TECHNOLOGY-RELATED
INFORMATION**

That ICAO provide each E/CAR State/Territory with AMHS technology related information by **28 February 2005**.

Benefits of data link technology

3.1.6 In this regard, the Secretariat presented IP/05 to the Meeting and provided information on the benefits of operational applications of data link technology for the automatic terminal information service data-link (ATIS-D) and data link service of pre-departure clearance (PDC) in air traffic services in support of Draft Conclusion 6.

3.1.7 The Meeting concurred that even though the data link application implementation might help to enhance aeronautical communication overseas, further investigation was required. In this regard, it adopted the following:

CONCLUSION 19/23 PROVISION OF AVAILABLE INFORMATION OF DATA LINK TECHNOLOGY

That the E/CAR CNS/ATM Committee:

- a) further investigate the related technical aspects of data link;
- b) present the findings to the 29th E/CAR WG Meeting; and
- c) make a similar presentation to the 20th E/CAR DCA Meeting.

Activities for GNSS Implementation

3.1.8 The Meeting agreed that Conclusion 7 of the S-E/CAR CNS Meeting should be forwarded to the respective technical committee of the E/CAR WG for an in-depth discussion of the E/CAR activities for GNSS implementation. In view of the above, the Meeting adopted the following Conclusion in lieu of Draft Conclusion 7:

CONCLUSION 19/24 E/CAR ACTIVITIES FOR GNSS IMPLEMENTATION

That the E/CAR CNS/ATM Committee:

- a) conduct a thorough discussion on the E/CAR activities for GNSS implementation; and
- b) return the findings to the E/CAR WG for appropriate action by **15 March 2005**.

3.1.9 The Meeting noted that although IACL provided WP/14 - *Schedule and Action Plans for the implementation of radar data sharing in the E/CAR* and W/15 - *Status of the E/CAR ATM/CNS Committee and the E/CAR CNS/ATM Plan*, their WPs were not presented. Unfortunately, as graciously informed by IACL to the Meeting, for unforeseen reasons they could not attend the event.

3.2 E/CAR SAR Committee Report

3.2.1 The Meeting was informed that under this Agenda Item no documentation was provided by the responsible Committee. Trinidad and Tobago indicated that as a result of the retirement of personnel, a new E/CAR SAR Committee Chairman would be appointed and a notification would be sent to the States and ICAO.

3.3 Air Navigation Deficiencies

3.3.1 The Secretariat presented WP/06, which contained the current version of the ICAO Air Navigation Deficiencies database in the Eastern Caribbean area. ICAO offered assistance in the preparation and implementation of action plans to resolve deficiencies to those States/Territories who had not yet presented them.

3.3.2 The Secretariat presented WP/12 regarding ICAO CAR/SAM Air Navigation Deficiencies Database Special Implementation Project (SIP). The new system was implemented in September 2004 and the established procedure would provide a convenient means for reporting the correction of deficiencies using the Internet. This on-line access would allow the States/Territories to update their list of deficiencies accordingly. The Meeting expressed its appreciation to ICAO for supporting this SIP and adopted the following:

CONCLUSION 19/25 AIR NAVIGATION DEFICIENCIES

That the Directors of Civil Aviation of the E/CAR:

- a) commit to the resolution of their air navigation deficiencies;
- b) submit action plans for those deficiencies not corrected; and
- c) utilize the on-line CAR/SAM Air Navigation Deficiencies Database for submission of information.

3.4 Other Air Navigation Developments

3.4.1 United States presented IP/03 informing the Meeting of the review carried out on the ICAO amendment to Annex 12 – *Search and Rescue*, which became effective in July 2004.

3.4.2 France presented IP/06 with information on the development regarding their Safety Management Policy (SMP) for CNS/ATM matters. It was noted that the French Civil Aviation Authority has been working towards matching the European rules on SMP. Furthermore, at the same time, the Quality Assurance Systems are being implemented to improve the traceability of the actions performed.

3.4.3 Trinidad and Tobago presented IP/07 with updated information on the RVSM implementation in the PIARCO (TTZP) FIR. The Meeting expressed its appreciation to Trinidad and Tobago and France for the great effort and diligent work on this issue.

APPENDIX A
TABLE CNS 1A – AFTN PLAN

EXPLANATION OF THE TABLE

Column

1	<p>The AFTN Centres/Stations of each State are listed alphabetically. Each circuit appears twice in the table. The categories of these facilities are as follows:</p> <p>M C Main AFTN COM Centre T C Tributary AFTN COM Centre S C AFTN Station</p>
2	<p>Category of circuit:</p> <p>M C Main trunk circuit connecting Main AFTN communication centres. T C Tributary circuit connecting Main AFTN communication centre and Tributary AFTN Communications Centre. S C AFTN circuit connecting an AFTN Station to an AFTN Communication Centre.</p>
3 and 7	<p>Type of circuit provided:</p> <p>LTT/a C Landline teletypewriter, analogue (e.g. cable, microwave) LTT/d C Landline teletypewriter, digital (e.g. cable, microwave) LDD/a C Landline data circuit, analogue (e.g. cable, microwave) LDD/d C Landline data circuit, digital (e.g. cable, microwave) SAT/a/d C Satellite link, with /a for analogue or /d for digital</p>
4 and 8	<p>Circuit signalling speed, current or planned in bits/s.</p>
5 and 9	<p>Circuit protocols, current or planned.</p>
6 and 10	<p>Data transfer code (syntax), current or planned:</p> <p>ITA-2 C International Telegraph Alphabet No. 2 (5-unit Baudot code). IA-5 C International Alphabet No. 5 (ICAO 7-unit code). CBI C Code and Byte Independency (ATN compliant).</p>
11	<p>Target date of implementation</p> <p>TBD C To be determined</p>
12	<p>Remarks</p> <p><i>Note. C Due to loading factor considerations, 150 bits/s is required as minimum.</i></p> <p>MEVA C Central Caribbean MEVA Satellite Digital Network E/CAR C Eastern Caribbean Digital Network REDDIG C SAM Digital Network</p>

NINETEENTH MEETING OF DIRECTORS OF CIVIL AVIATION OF THE EASTERN CARIBBEAN
APPENDIX A TO THE REPORT ON AGENDA ITEM 3

3A - 2

State/Station État/Station Estado/Estación	Current Actuel Actual					Planned Prévu Planificado				Remarks Remarques Observaciones	
	Category Catégorie Categoría	Type Tipo	Signalling speed Débit de signalisation Velocidad señalización	Protocol Protocole Protocolo	Code Código	Type Tipo	Signalling speed Débit de signalisation Velocidad señalización	Protocol Protocole Protocolo	Code Código		Target date implementation Date cible de mise en œuvre Fecha de implantación
1	2	3	4	5	6	7	8	9	10	11	12
ANGUILLA Anguilla-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
ANTIGUA AND BARBUDA Antigua-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
BARBADOS Barbados-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
DOMINICA Dominica-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
FRENCH ANTILLES (GUADELOUPE) Pointe-a-Pitre-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
FRENCH ANTILLES (MARTINIQUE) Fort-de-France-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
GRENADA Grenada-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
MONTSERRAT Montserrat-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
SAINT KITTS AND NEVIS Saint Kitts and Nevis-S Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR

NINETEENTH MEETING OF DIRECTORS OF CIVIL AVIATION OF THE EASTERN CARIBBEAN
APPENDIX A TO THE REPORT ON AGENDA ITEM 3

3A - 3

State/Station État/Station Estado/Estación	Current Actuel Actual					Planned Prévu Planificado					Remarks Remarques Observaciones
	Category Catégorie Categoría	Type Tipo	Signalling speed Débit de signalisation Velocidad señalización	Protocol Protocole Protocolo	Code Código	Type Tipo	Signalling speed Débit de signalisation Velocidad señalización	Protocol Protocole Protocolo	Code Código	Target date implementation Date cible de mise en œuvre Fecha de implantación	
1	2	3	4	5	6	7	8	9	10	11	12
SAINT LUCIA											
Saint Lucia-S											
Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
SAINT VINCENT AND THE GRENADINES											
Saint Vincent-S											
Port of Spain	M	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
SAINT MAARTEN											
Saint Maarten-S											
United States	M	SAT/d	2400	X25	IA-5						MEVA
TORTOLA											
Tortola											
United States	M					LTT	2400	X25	IA-5	TBD	
TRINIDAD AND TOBAGO											
Port of Spain-M											
Anguilla	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Antigua	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Barbados	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Caracas	M	LTT/a	300	None	IA-5	LTT/d	2400	X25	IA-5	TBD	REDDIG
Dominica	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Fort-de-France	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Georgetown	S	LTT/a	1200	None	IA-5		2400	X25	IA-5	TBD	REDDIG
Grenada	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Montserrat	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Pointe-à-Pitre	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Saint Kitts and Nevis	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Saint Lucia	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
Saint Vincent	S	LTT/d	1200	X.25	IA-5		2400			12/04	E/CAR
United States	M	LTT/d	1200	X.25	IA-5						
TURKS AND CAICOS ISLANDS											
Grand Turk-T											
United States	M	LLT/d	2400	X25	IA-5						
UNITED STATES											
United States-M											
Grand Turk	T	LLT/d	2400	X25	IA-5						
Port of Spain	M	LTT	1200	X.25	IA-5						
Saint Maarten	S	SAT/d	2400	X25	IA-5						MEVA

NINETEENTH MEETING OF DIRECTORS OF CIVIL AVIATION OF THE EASTERN CARIBBEAN
APPENDIX A TO THE REPORT ON AGENDA ITEM 3

3A - 4

State/Station État/Station Estado/Estación	Current Actuel Actual					Planned Prévu Planificado				Target date implementation Date cible de mise en œuvre Fecha de implantación	Remarks Remarques Observaciones
	Category Catégorie Categoría	Type Tipo	Signalling speed Débit de signalisation Velocidad señalización	Protocol Protocole Protocolo	Code Código	Type Tipo	Signalling speed Débit de signalisation Velocidad señalización	Protocol Protocole Protocolo	Code Código		
1	2	3	4	5	6	7	8	9	10	11	12
Tortola	S					LTT/d	2400	X25	IA-5	TBD	E/CAR
VIRGIN ISLANDS Tortola-S United States	M						2400	X25	IA-5	TBD	E/CAR

APPENDIX B

**Table CNS 1C – Tableau CNS 1C – Tabla CNS 1C
ATS SPEECH CIRCUITS PLAN**

EXPLANATION OF THE TABLE

Column

- 1 and 2 Circuit terminal stations are listed alphabetically by the Terminal I.
- 3 A – indicates ATS requirement for the establishment of voice communication within 15 seconds.
D – indicates requirements for instantaneous communications.
- 4 Type of service specified:

LTF – landline telephone (landline, cable, UHF, VHF, satellite).
RTF – radiotelephone.
- 5 Type of circuits; Direct (DIR) or Switched (SW).

D – indicates a direct circuit connecting Terminals I and II.
S – indicates that a direct circuit does not exist and that the connection is established via switching at the switching centre(s) indicated in column 6.
IDD – International direct dialling by public switch telephone network.

Note 1.– Number of D and/or S circuits between Terminals I and II are indicated by numerical prefix, i.e. 2 D/S means 2 direct circuits and one switched circuit.

Note 2.– Pending the implementation of proper ATS voice circuits, and provided that aeronautical operational requirements are met, IDD services may be used for the ATS voice communications in low traffic areas.
- 6 Location of switching centre(s). Alternate routing location, if available, is indicated in brackets.

Note 3.– The following networks have been identified in the table for providing the connection between terminals:

CAMSAT – COCESNA Satellite Communication Network
E/CAR – Eastern Caribbean Network
MEVA – Central Caribbean MEVA Satellite Digital Network
REDDIG – SAM Digital Network
- 7 Status of Implementation. Following codes are used in this column:

a) I – if the circuit is implemented.
Note 4.– If the circuit is implemented but there are short-term plans to establish it in other private/public network(s), the symbol I/P shall be introduced indicating in Column 8 – Remarks, the future network environment for the circuit.

b) No indication or mark if the circuit is not implemented and its implementation data is unknown.

c) If the circuit is not implemented but its implementation date is available, same is indicated in brackets.
- 8 Remarks

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APPENDIX B TO THE REPORT ON AGENDA ITEM 3

3B-2

ATS requirements for speech communications Besoins de I-ATS en communications vocales Requisitos ATS para comunicaciones orales			Circuit Circuito			Status of implementation État de mise en œuvre Estado de implantación	Remarks Remarques Observaciones
Terminal I Tête de ligne I	Terminal II Tête de ligne II	Type Tipo	Service Servicio	D/S	To be switched via/ Commutation via/ A ser conmutado vía		
1	2	3	4	5	6	7	8
ANGUILLA (United Kingdom)							
Anguilla TWR	Juliana APP	A	LTF	D		I	
ANTIGUA AND BARBUDA							
V.C. Bird APP	Blackburne TWR	A	LTF	S	E/CAR	I	
	Golden Rock TWR	A	LTF	S	E/CAR	I	
	Juliana APP	A	LTF	S	E/CAR	I	
	Piarco ACC	A	LTF	S	E/CAR	I	
	Pointe-a-Pitre APP	D	LTF	D		I	
	San Juan ACC	A	LTF	S	E/CAR	I	
BARBADOS							
Adams APP	E.T. Joshua APP	A	LTF	S	E/CAR	I	
	Fort-de-France APP	D	LTF	D		I	
	Piarco ACC	D	LTF	D		I	
	Saint Lucia APP	A	LTF	S	E/CAR	I	
	Point Salines APP	A	LTF	S	E/CAR	P	
DOMINICA (Non-Contracting State)							
Canefield TWR	Pointe-a-Pitre APP	A	LTF	D		I	
Melville Hall TWR	Pointe-a-Pitre APP	A	LTF	D		I	
FRENCH ANTILLES (France)							
Fort-de-France APP	Adams APP	D	LTF	D		I	E/CAR
	E.T. Joshua APP	A	LTF	S		P	E/CAR
	George Charles TWR	D	LTF	D		I	E/CAR
	Piarco ACC	D	LTF	D		I	E/CAR
	Pointe-a-Pitre APP	D	LTF	D		I	E/CAR
	Saint Lucia APP	D	LTF	D		I	E/CAR
Pointe-à-Pitre APP	Canefield TWR	A	LTF	D		I	E/CAR
	Fort-de-France APP	D	LTF	D		I	
	Melville Hall TWR	A	LTF	D		I	E/CAR
	Piarco ACC	D	LTF	D		I	E/CAR
	San Juan ACC	D	LTF	D		I	E/CAR
	V.C. Bird APP	D	LTF	D		I	E/CAR
Saint Barthelemy AFIS	Juliana APP	A	LTF	D		I	E/CAR
Saint Martin Grand Case AFIS	Juliana APP	A	LTF	D		I	E/CAR
GRENADA							
Point Salines APP	Adams APP	A	LTF	S	E/CAR	P	
	E.T. Joshua APP	A	LTF	S	E/CAR	P	
	Piarco ACC	A	LTF	D		I	E/CAR

NINETEENTH MEETING OF DIRECTORS OF CIVIL AVIATION OF THE EASTERN CARIBBEAN
APPENDIX B TO THE REPORT ON AGENDA ITEM 3

3B-3

ATS requirements for speech communications Besoins de I-ATS en communications vocales Requisitos ATS para comunicaciones orales			Circuit Circuito			Status of implementation État de mise en œuvre Estado de implantación	Remarks Remarques Observaciones
Terminal I Tête de ligne I	Terminal II Tête de ligne II	Type Tipo	Service Servicio	D/S	To be switched via/ Commutation via/ A ser conmutado vía		
1	2	3	4	5	6	7	8
MONTERRAT (United Kingdom)							
Gerald's TWR	V.C. Bird APP	A	LTF	D		I	
NETHERLANDS ANTILLES (Netherlands)							
Juliana APP	Anguilla TWR	A	LTF	D		I	
	Golden Rock TWR	A	LTF	D		I	
	St. Barthelemy AFIS	A	LTF	D		I	
	San Juan ACC	A	LTF	D		I	
	Saint Martin Grand case AFIS	A	LTF	D		I	
	V.C. Bird APP	A	LTF	D		I	
PUERTO RICO (United States)							
San Juan ACC	Beef Island TWR	A	LTF	D		I	
	Curacaon ACC	A	LTF	S	MEVA	I	
	Golden Rock TWR	A	LTF	D		I	
	Juliana APP	D	LTF	D		I	
	Maiquetria ACC	A	LTF	D		I	
	Miami ACC	D	LTF	D	MEVA	I	
	New York ACC	D	LTF	D		I	
	Piarco ACC	A	LTF	D		I/P	E/CAR MEVA
	Pointe-a-Pitre APP	D	LTF	D		I	
	Santo Domingo ACC	D	LTF	D		I	
	V.C. Bird APP	A	LTF	D		I	
SAINT KITTS AND NEVIS (Non-Contracting State)							
R.L. Brashaw TWR	Juliana APP	A	LTF	D		I	
	San Juan ACC	A	LTF	D		I	
	V.C. Bird APP	A	LTF	D		I	
SAINT LUCIA							
George Charles TWR	Fort-de-France APP	D	LTF	D		I	E/CAR
Saint Lucia APP	E.T. Joshua APP	A	LTF	D		I	E/CAR
	Fort-de-France APP	D	LTF	D		I	E/CAR
	Grantley Adams APP	A	LTF	D		I	E/CAR
	Piarco ACC	D	LTF	D		I	E/CAR
SAINT VINCENT AND THE GRENADINES							
E.T. Joshua APP	Adams APP	A	LTF	D		I	E/CAR
	Fort-de-France APP	A	LTF	S		P	E/CAR
	Piarco ACC	A	LTF	D		I	E/CAR
	Point Salines APP	A	LTF	S		P	E/CAR
	Saint Lucia APP	A	LTF	D		I	E/CAR
TRINIDAD AND TOBAGO							
Piarco ACC	Dakar ACC	A	LTF	D		P	
	E.T. Joshua APP	A	LTF	D		I	E/CAR
	Fort-de-France APP	D	LTF	D		I	E/CAR
	Georgetown ACC	A	LTF	D		I/P	REDDIG

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APPENDIX B TO THE REPORT ON AGENDA ITEM 3

3B-4

ATS requirements for speech communications Besoins de I-ATS en communications vocales Requisitos ATS para comunicaciones orales			Circuit Circuito			Status of implementation État de mise en œuvre Estado de implantación	Remarks Remarques Observaciones
Terminal I Tête de ligne I	Terminal II Tête de ligne II	Type Tipo	Service Servicio	D/S	To be switched via/ Commutation via/ A ser conmutado vía		
1	2	3	4	5	6	7	8
	Adams APP	D	LTF	D		I	E/CAR
	Maiquetía ACC	A	LTF	D		I/P	REDDIG
	New York ACC	A	LTF	D		I	
	Paramaribo ACC	A	LTF	D		P	REDDIG
	Pointe-a-Pitre APP	D	LTF	D		I	E/CAR
	Pointe Salines APP	A	LTF	D		I	E/CAR
	Rochambeau ACC	A	LTF	IDD/D		I/P	REDDIG
	Saint Lucia APP	D	LTF	D		I	E/CAR
	San Juan ACC	A	LTF	D		I	E/CAR
	Santa María ACC	A	LTF	D		I	E/CAR
	V.C. Bird APP	A	LTF	D		I	E/CAR
TURKS AND CAICOS ISLANDS (United Kingdom)							
Providenciales TWR	Miami ACC	A	LTF	D		I	
UNITED STATES							
New York ACC	Piarco ACC	A	LTF	D		I	
VIRGIN ISLANDS (United Kingdom)							
Beef Island TWR	San Juan ACC	A	LTF	D		I	

APPENDIX C
Table CNS 4A - SURVEILLANCE SYSTEMS (Updated)

State(Territory)/Location Estado(Territorio)/Ubicación	ATS Unite Served Unidad ATS Servida	PSR			SSR				ADS		Remarks Observaciones
		Funtion Función	Coverage Cobertura (NM)	Status Impl. Estado	Funtion Función	Modes Modos (A,C& S)	Coverage Cobertura (NM)	Status Impl. Estado	Type Tipo	Status Impl. Estado	
1	3	4	5	6	7	8	9	10	11	12	13
ANGUILA (UK)								NP			
ANTIGUA & BARBUDA Airport (4 NM North)	V.C. Bird APP				T	A/C	180	I*			* MSSR
BARBADOS Airport	Adams APP				T	A/C	250	I*			*MSSR
DOMINICA				NP				NP			
FRENCH ANTILLES Fort-de-France Point-à-Pitre	Fort-de-France APP Point-à-Pitre APP				T T	A/C A/C	250 250	I* I*			*MSSR *MSSR
GRENADA	Point Salines APP							N/P			
MONSTERRAT (United Kingdom)								N/P			
NETHERLANDS ANTILLES (Netherlands) Willemstad Saint Maarten	Curaçao ACC Curaçao APP Juliana APP	E/T T	120 60	I I	E/T T	A/C A/C	256 256	I* I*			*MSSR *MSSR
PUERTO RICO (United States) Pico del Este San Juan	San Juan ACC San Juan APP	E/T		I	E T	A/C A/C		I I			
SAINT KITTS AND NEVIS								NP			

State(Territory)/Location Estado(Territorio)/Ubicación	ATS Unite Served Unidad ATS Servida	PSR			SSR				ADS		Remarks Observaciones
		Funtion Función	Coverage Cobertura (NM)	Status Impl. Estado	Funtion Función	Modes Modos (A,C& S)	Coverage Cobertura (NM)	Status Impl. Estado	Type Tipo	Status Impl. Estado	
1	3	4	5	6	7	8	9	10	11	12	13
SAINT LUCIA	Saint Lucia APP							NP*			* Radar data sharing with Martinique planned/ Proyecto compartir datos radar con Martinica.
SAINT VINCENT & THE GRENADINES	E.T.Joshua APP							NP			
TRINIDAD & TOBAGO Piarco (18 NM Northwest)	Piarco ACC				E/T	A/C	250	I*	B	P	*MSSR
TURKS & CAICOS IS. (United Kingdom) Grand Turks	Miami ACC				E	A/C		I			

APPENDIX D

Draft Letter to be sent to E/CAR States regarding request for States' agreement to provide radar data to the DACOTA System.

TEXT

The primary purpose of the Radar Data Sharing process, in addition to the enhancement of aviation safety, is to provide States and Territories of the Eastern Caribbean with a seamless radar image of Air Traffic Control.

The process involves transmitting the radar data from the islands of Trinidad, Barbados, Guadeloupe, Antigua and Saint Maarten to Martinique.

From the Martinique hub, a seamless image would then be retransmitted to any of the E/CAR States and Territories for the provision of Air Traffic Control in their areas of responsibility.

Conclusion 1/13 of the 1st Radar Sharing Task Force Meeting (June 1999, Martinique) recognized the need for radar operators in the Eastern Caribbean Region to provide their radar data to the French DACOTA Surveillance Data Processing and Distribution System.

The DACOTA System has now been tested, commissioned and is operational between the French Territories of Martinique and Guadeloupe. Martinique is currently using the output of DACOTA in the provision of Air Traffic Control, and a project for the remoting of radar data to Saint Lucia has begun. Tests have been conducted for connecting the Barbados radar to the system.

The agreement of the States of the Eastern Caribbean Region to formalize the provision of their radar data to the DACOTA system will be required in order to define the final architecture of the E/CAR radar system.

Accordingly, your State is encouraged to indicate its agreement to provide radar data to the DACOTA system in Martinique, to be used in the regional radar data sharing project.

APPENDIX E

PRELIMINARY GUIDANCE ON TECHNICAL INFRASTRUCTURE AS SUPPORT OF THE EVOLUTIONARY IMPLEMENTATION OF ATS/ATM AUTOMATED SYSTEMS		
Phase	Function	Technical Infrastructure available/ necessary
Phase I	Flight data processing (FDPS, FLP, RPL)	- AFTN
Phase II	ATS radar data processing system (RDPS); Mono-radar; Multi-radar/multitracking; Radar data sharing.	- AFTN - Communication circuit through the Frame Relay digital networks.
Phase III	Automated digital communication (Automated traffic hand off, AIDC, CPDLC and other.	- AFTN + Regional Interphase Control Document (ICD). - Communication circuit through the Frame Relay digital networks. - AMHS. - ATN Sub-networks ground-to-ground and air-to-ground, using some applications.
Phase IV	Implementation of CDM aspects.	- ATN Sub-networks ground-to-ground and air-to-ground.

Agenda Item 4: MCI Task Force Activities Report

4.1 The Meeting noted historical information provided on this matter including a Conclusion from the First North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/1) (Grand Cayman, Cayman Islands, 8-11 October 2002), which suggested that Mass Casualty Incident efforts in the Eastern and Central Caribbean sub-regions be merged into the Civil Aviation Accident Mass Casualty Incident Response Plan (CAAMCIRP). It was also noted that the Draft Civil Aviation Mass Casualty Incident Response Plan for the Eastern Caribbean had been presented at the 18th E/CAR/DCA Meeting (Port of Spain, Trinidad and Tobago, 9 to 11 December 2003) and had adopted Conclusion 18/9 as follows:

CONCLUSION 18/9 CARIBBEAN REGIONAL CIVIL AVIATION ACCIDENT MASS CASUALTY INCIDENT RESPONSE PLAN (CAAMCIRP)

That,

- a) E/CAR States/Territories review the draft Eastern Caribbean Civil Aviation Accident Mass Casualty Incident Response Plan (E/CAR CAAMCIRP), included in **Appendix B** to this part of the report, and provide any comments to the E/CAR SAR Committee for the final revision by **30 June 2004**;*
- b) CDERA, in collaboration with PAHO, coordinate the development of the expanded Caribbean Regional Civil Aviation Accident Mass Casualty Incident Response Plan (CAAMCIRP) for its member States in the Caribbean Region, to be completed by **October 2004**;*
- c) the MCI part of the C/CAR MCI/SAR Task Force and the E/CAR MCI Task Force be combined to become the Caribbean MCI Task Force, with PAHO as Rapporteur, which will report to the C/CAR and E/CAR DCAs;*
- d) C/CAR and E/CAR States, ICAO, PAHO, RSS and the USCG actively support CDERA and the Caribbean MCI Task Force in its related activities, as required;*
- e) CDERA consider the establishment of MOUs/LOAs with CDERA non-member States in the Caribbean Region to incorporate them in the coverage of the Caribbean Regional CAAMCIRP; and*
- f) CDERA, through ICAO, provide IACL the communications requirements to enable the consideration of the provision of an E/CAR Digital AFS Network node to CDERA, the coordinator of the CAAMCIRP.*

4.2 The Directors were also presented with information emanating from the 7th Meeting of the Directors of Civil Aviation of the Central Caribbean (San Juan, Puerto Rico, 28 June to 01 July 2004) which had resulted in the following Conclusion:

CONCLUSION 7/14

**CARIBBEAN REGIONAL CIVIL AVIATION ACCIDENT MASS
CASUALTY INCIDENT RESPONSE PLAN**

That,

- a) *PAHO appoint a Rapporteur for the new Caribbean MCI Task Force,*
- b) *the Caribbean MCI Task Force initial composition include Jamaica, Trinidad and Tobago, United States (USCG), CDERA, ICAO and PAHO; and*
- c) *the PAHO Rapporteur convene a meeting of the Caribbean MCI Task Force in Barbados in 2004 to coordinate the completion of the Caribbean Regional Civil Aviation Accident Mass Casualty Incident Response Plan based on expanding the existing draft Eastern Caribbean Civil Aviation Accident Mass Casualty Incident Response Plan to include the C/CAR Region.*

4.3 The Observer from CDERA reiterated his Agency's support for the CAR MCI Plan and provided clarification on various points as well as making a presentation on CDERA's Regional Disaster Response Plan, adding that consideration was being given to adding the MCI Plan as an appendix to the Regional Plan. He also indicated that PAHO was still extremely interested in the MCI issue, and although handling disaster response for the Caribbean from Washington headquarters, they would still provide assistance. Additionally, CDERA is developing a comprehensive Caribbean Disaster Management Plan (CDMP) that includes as one of its elements, disaster preparedness and response.

4.4 Based on the good news provided by CDERA and the importance of completing the CAR CAAMCIRP, the Meeting adopted the following:

CONCLUSION 19/26

**CARIBBEAN REGIONAL CIVIL AVIATION ACCIDENT MASS
CASUALTY INCIDENT RESPONSE PLAN (CAR CAAMCIRP)**

That,

- a) CDERA coordinate PAHO's continued participation as Rapporteur of the Caribbean MCI Task Force;
- b) the Caribbean MCI Task Force initial composition include Jamaica, Trinidad and Tobago, United States (US Coast Guard), CDERA, PAHO and ICAO; and
- c) CDERA, coordinate with the ICAO NACC Office the convening a meeting of the Caribbean MCI Task Force in Barbados in 2005 for the completion of the CAR CAAMCIRP based on the inclusion of the C/CAR States in the existing E/CAR MCI Plan.

4.5 Recognizing that communications is an essential part of the CAR MCI Plan, CDERA has contracted a communications expert to analyse communications capabilities in the Caribbean and would request this expert to include aeronautical communications.

Agenda Item 5: Safety Oversight Developments

5.1 The Secretariat presented WP/08 with information on the continuation and expansion of the ICAO Universal Safety Oversight Audit Programme (USOAP) for 2004 and beyond. Discussions were carried out related to the continuation of USOAP beyond 2004 and the implementation of the systems approach for conducting ICAO audits as an evolution from Annex by Annex approach, which has been followed since the inception of the programme.

5.2 The Directors noted that safety oversight audits performed so far have been planned and conducted starting with Annexes 1, 6 and 8 and a view to progressively introducing other annexes.

5.3 In this regard, the Meeting was informed that after the 35th session of ICAO Assembly, it was decided to expand the ICAO USOAP that will include all ICAO Annexes and a systemic approach. It is inevitable that the volume of workload for ICAO and the States will increase considerably. This challenge will lead ICAO to firmly establish and maintain an effective and efficient safety oversight audit programme, while keeping the overall operating expenses at an acceptable level.

5.4 The Meeting was also informed that an Audit Findings and Differences Database (AFDD) had been developed to achieve funding and differences arising from safety oversight audits and audit follow-ups carried out under the USOAP,

5.5 In this regard, the Secretariat clarified on the existing difference between the AFDD and the recently concluded on-line CAR/SAM air navigation deficiencies database.

5.6 Finally, the Meeting envisioned that States will require to appoint a national coordinator to lead the team of auditors, whom should have ample qualifications and experience in various areas that are subject to audit.

5.7 Trinidad and Tobago would be one of the 12 States to be audited under the expanded USOAP in September 2005.

Agenda Item 6: Aviation Security Developments

6.1 The Meeting noted the most recent Aviation Security developments on a global and regional basis. The fact that the E/CAR/DCA/18 Meeting had agreed to take full advantage of ICAO AVSEC courses was highlighted since it was apparent some States/Territories had not been doing so. Fortunately, 2004 had shown improvement in this regard. The Directors also noted information on the recently initiated ICAO Universal Security Audit Programme (USAP). The Meeting also noted the recent activities and results of the GREPECAS AVSEC Committee.

6.2 Information was provided to the Meeting on the courses scheduled by the ICAO Regional Aviation Security Training Centre in Port of Spain for 2005 as follows:

- AVSEC Quality Control June 2005
- AVSEC National Auditors - Inspectors Course November 2005

6.3 The Meeting was also informed on the AVSEC Awareness Training Programme, an initiative of WHTI-GEASA and GREPECAS AVSEC/COMM that will support States and Territories in the CAR and SAM Regions funded by Canada and coordinated by ICAO. On behalf of the GREPECAS AVSEC/COMM, the Secretariat had presented a proposed AVSEC Training Project to the 2nd Meeting of the Western Hemisphere Transportation Initiative (WHTI) Group of Experts on Aviation Safety, Security and Assistance (GEASA) held in Montego Bay, Jamaica in April 2003. It was agreed that ICAO and Canada cooperate to develop a project proposal to apply for funding to finance the initiative. In January 2004, funding for the project was approved by Canada and ICAO launched the project in February 2004. The first workshop was held in Jamaica from 16 to 18 March 2004. The programme consists of 19 sub-regional and national AVSEC implementation workshops and 3 regional AVSEC audit seminars to be held in a period of one year commencing in March 2004. The planned schedule of workshops and seminars is presented in the **Appendix** to this part of the Report.

6.4 The Meeting agreed with the importance of adequate preparation for implementation of Annex 17 and the subsequent audits. The Directors also agreed that every opportunity for AVSEC training should be taken full advantage of.

APPENDIX

**ICAO/CANADA AVIATION SECURITY AWARENESS TRAINING PROGRAMME IN THE
CAR/SAM REGIONS**

SUB-REGIONAL AVIATION SECURITY IMPLEMENTATION WORKSHOPS

	VENUE	DATES
1	BAHAMAS CAYMAN ISLANDS JAMAICA TURKS AND CAICOS	16 – 18 March 2004
2	BOLIVIA CHILE ECUADOR PERU	19 – 21 May 2004
3	COSTA RICA HONDURAS NICARAGUA	15–17 June 2004
4	BELIZE EL SALVADOR GUATEMALA	19 – 21 July 2004
5	ARUBA HAITI NETHERLANDS ANTILLES (CURAÇAO)	10 – 12 August 2004
6	COLOMBIA PANAMA VENEZUELA	7 – 9 Sept. 2004
7	ARGENTINA PARAGUAY URUGUAY	5 – 7 Oct. 2004
8	BELIZE GUATEMALA	16 – 18 Nov. 2004
9	ANTIGUA & BARBUDA BARBADOS OECS STATES	16 – 18 Nov. 2004
10	ANGUILLA BERMUDA BRITISH VIRGIN ISLANDS CAYMAN ISLANDS MONTSERRAT TURKS AND CAICOS	TBD Dec/Jan/Feb 2004/2005
11	BAHAMAS HAITI	TBD Dec/Jan/Feb 2004/2005
12	CUBA DOMINICAN REPUBLIC	TBD Dec/Jan/Feb 2004/2005
13	GUYANA SURINAME TRINIDAD & TOBAGO	January 2005
14	MEXICO	February 2005
15	BRAZIL	March 2005
16	CHILE	TBD 2005
17	PERU	TBD 2005
18	ARGENTINA	TBD 2005
19	CONTINGENCY WORKSHOP	TBD
	TOTAL	

REGIONAL AVIATION SECURITY AUDIT SEMINARS

	VENUE	DATES
1	English – Caribbean (Jamaica)	24 – 26 August 2004
2	Spanish – South America (Peru)	March 2005
3	Spanish – South America (Brazil)	TBD 2005

Agenda Item 7: Other Business

7.1 Next NACC/DCA/2 Meeting

7.1.1 The Meeting took note that the Second North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/2) is planned for the second half of 2005 in Tegucigalpa, Honduras, hosted by COCESNA and supported by NACC/DCA/1.

7.1.2 The Directors considered that the NACC/DCA/2 Meeting represents an important event for the Region, bringing together all NAM/CAR civil aviation authorities and International Organizations and therefore, it was necessary to initiate preparatory actions, in coordination with the ICAO NACC Regional Office, on documentation and working material. They also agreed that the meetings of the Eastern Caribbean Working Group should be held on an annual basis, and that years when the NACC/DCA meeting is held, approval of the Working Group Report should be carried out electronically. Nonetheless, should it be determined that a E/CAR/DCA Meeting is required, coordination can be carried out to hold the Meeting the day prior to the NACC/DCA Meeting.

7.1.3 The Meeting also noted that the NACC Meeting was for all Directors of Civil Aviation of all States and Territories of the North American, Central American and Caribbean Region and that as necessary, it would be appropriate and beneficial to develop joint positions for the event and therefore coordinate documentation to be presented.

7.1.4 As a result of the discussion, the following Conclusion was adopted:

CONCLUSION 19/27 NORTH AMERICAN, CENTRAL AMERICAN, AND CARIBBEAN DIRECTORS OF CIVIL AVIATION MEETING

That, the Directors of Civil Aviation of the Eastern Caribbean,

- a) support holding the NACC/DCA/2 Meeting as scheduled in Tegucigalpa, Honduras in the second half of 2005;
- b) provide the ICAO NACC Office with suggestions for the Agenda;
- c) consider the results of the E/CAR/WG/29 Meeting electronically;
- d) if necessary, call for a Meeting of the E/CAR/DCA the day prior to the NACC/DCA/2 Meeting; and
- e) as appropriate, coordinate joint documentation for the Meeting.

7.2 Human Resources and Training Planning

7.2.1 The Secretariat presented WP/13 with information on human resources planning process for air navigation services. The Directors discussed the benefits of this plan especially considering the challenges that new technologies impose on the training of personnel.

7.2.2 The Meeting agreed that the documentation presented in the Appendix offered an excellent opportunity to plan the needs of personnel in the different aeronautical services.

7.2.3 The Meeting also recognised that human resources planning and training in civil aviation required greater attention and priority by aeronautical administrations. Therefore, the Directors agreed on the following Conclusion:

CONCLUSION 19/28 HUMAN RESOURCES AND TRAINING PLANNING

That, the States/Territories that do not have a human resources planning process at the different aeronautical services they provide, consider as an urgent matter the following measures:

- a) designate and prepare personnel on human resources planning within the responsible units of the different aeronautical services:
- b) develop a plan on human resources aimed at covering the needs for the next five years, including a training programme for the civil aviation staff involved in the implementation and operation of the new CNS/ATM systems, safety oversight and civil aviation security; and
- c) develop and submit to the ICAO Regional Office by 31 March 2005 the form shown in the **Appendix** to this part of the report.

7.3 Reorganization of French Civil Aviation

7.3.1 France presented IP/08 with information regarding the reorganization of the French Civil Aviation. It was noted to the Meeting that significant changes will take place during 2005 regarding the functional separation between the Operator and the Regulator. Furthermore, measures have been taken by the Civil Aviation Authority to maintain the cohesion and unit of the CAA.

7.4 OECS

7.4.1 The Meeting was informed by the OECS Representative that they have completed the transition to become the Organization of Civil Aviation Authority of the States/Territories they represent.

APPENDIX

TRAINING NEEDS-CAR REGION STATES (PERIOD 2005-2009)

State/Territory/Organisation _____

(Please indicate in each column the estimated total number of personnel to be trained each year locally or abroad and by specialty)

AREA	CATEGORY/SPECIALTY	LOCAL INSTRUCTION					EXTERNAL INSTRUCTION					Total HR required	
		2005	2006	2007	2008	2009	2005	2006	2007	2008	2009	Local	Ext.
AIG	Officer - Accident Investigation and Prevention												
AIR	Inspector - Shop Specialist												
	Inspector - Fixed wing												
	Inspector - Helicopter												
	Specialist - Avionics												
	Inspector - Airworthiness certification												
	Specialist - RVSM												
AIS	Directorate/Supervisor AIS												
	AIS Officer												
	Aeronautical Cartography (MAP)												
	Specialist Data Base/Automation and Quality Assurance AIS												

- NOTE:
- 1) The information required in the blank columns will be provided by the Administrations
 - 2) Useful information for the Administration's training programmes planning
 - 3) Information considered by the CATCs, GREPECAS and ICAO's for the programming of courses, seminars, etc.

NINETEENTH MEETING OF DIRECTORS OF CIVIL AVIATION OF THE EASTERN CARIBBEAN
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AREA	CATEGORY/SPECIALTY	LOCAL INSTRUCTION					EXTERNAL INSTRUCTION					Total HR required	
		2005	2006	2007	2008	2009	2005	2006	2007	2008	2009	Local	Ext.
AVSEC	Administrator AVSEC												
	Control Officer AVSEC												
CNS	Specialist - Communications												
	Specialist - Navigation												
	Specialist – ADS and Radar Systems												
	Digital communication system specialization course												
MET	Technician Meteorologist/Observer												
	Professional Meteorologist/Forecaster												
OPS	Inspector – Flight checks - Large airplanes												
	Inspector – flight checks – General aviation												
	Inspector – flight checks - Helicopter												
	Specialist – Regulatory compliance												
	Inspector OPS Certification												
	Inspector – Cabin safety												
	Inspector- Dangerous goods												
Inspector – Ramp safety													
PEL	Specialist - Licensing												
	Examiner/Inspector – Flight schools												
GENERAL	Introduction to CNS/ATM Systems												
	CNS/ATM - Implementation systems global												
MANA-GEMENT	Management – Civil Aviation												
	Management – Aeronautical Operations												
	Management – AIS Services												
	Management – ATM Services												

