



International Civil Aviation Organization
Latin American Civil Aviation Commission
ICAO/LACAC NAM/CAR/SAM Aviation Security and
Facilitation Regional Group (AVSEC/FAL/RG)

Eighth Meeting of the ICAO/LACAC NAM/CAR and SAM Aviation Security and Facilitation Regional Group

AVSEC/FAL/RG/8

Draft Report

Mexico City, Mexico, 13 to 17 August 2018

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6.2 <i>Report on the conduction of Workshops on Identification of Persons with Suspicious Behaviour – Proposing State: Colombia</i>	
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HISTORICAL

ii.1 Place and Date of the Meeting

The Eighth Meeting of the ICAO/LACAC NAM/CAR and SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG/8) was held at the ICAO NACC Regional Office in Mexico City, Mexico, from 13 to 17 August 2018.

ii.2 Opening Ceremony

Mr. Marco Ospina, Secretary of Latin American Civil Aviation Commission (LACAC); Mr. Óscar Rubio, Chairperson of the AVSEC/FA/RG and Mr. Ricardo G. Delgado, Aviation Security and Facilitation Regional Officer of the North American, Central American and Caribbean (NACC) Office of the International Civil Aviation Organization (ICAO) welcomed participants and provided opening remarks. Mr. Delgado officially opened the meeting.

ii.3 Officers of the Meeting

The AVSEC/FAL/RG/8 Meeting was held with the participation of the Chairperson and Vice-Chairperson, Mr. Oscar Rubio and Mrs. Althea Bartley, from Argentina and Jamaica, respectively. Mr. Rubio chaired the meeting plenary. Mr. Marco Ospina, Secretary of the LACAC, Mr. Ricardo G. Delgado, ICAO Regional Officer for Aviation Security and Facilitation for the NAM/CAR Regions, Mr. Pablo Lampariello, ICAO Regional Officer for Aviation Security and Facilitation for the SAM Region acted as Co-Secretaries for the Meeting. They were assisted by Mr. Fernando Cardoso Coelho, NAM/CAR/SAM Assistance Coordination Officer, Implementation Support and Development Security Section from ICAO Headquarters.

ii.4 Working Languages

The working languages of the Meeting were English and Spanish. The working papers, information papers and draft report of the meeting were available to participants in both languages.

ii.5 Schedule and Working Arrangements

It was agreed that the working hours for the sessions of the meeting would be from 09:00 to 15:30 hours daily with adequate breaks. Ad hoc Groups were created during the Meeting to do further work on specific items of the Agenda.

ii.6 Agenda

Agenda Item 1 Meeting Agenda and Schedule

Agenda Item 2 Previous Meeting Conclusions

Agenda Item 3 Global and Regional Developments

- 3.1 ICAO Global Activities related to Aviation Security and Facilitation
Annex 17, AVSEC Panel, AVSEC Manual
Annex 9, FAL Panel, Facilitation Manual
Universal Security Audit Programme and Continuous Monitoring
Approach (USAP-CMA)
- 3.2 LACAC Contribution

Agenda Item 4 Programmes and Projects - Aviation Security (AVSEC)

- 4.1 Report on *Aviation Security Management Systems* programme -
Coordinator State: Colombia
- 4.2 Report on *Coordination between States to standardize their aviation
security systems audit procedures* programme – Coordinator State:
Brazil
- 4.3 Civil aviation cybersecurity – Coordinator State: Jamaica
- 4.4 Report on the *Alignment of the Strategic Plan of the AVSEC/FAL
Regional Group with the Global Plan for Aviation Security (GASeP)*
Workshop – Coordinator State: Argentina

Agenda Item 5 Programmes and Projects - Facilitation (FAL)

- 5.1 Report on *Facilitation training material* programme –
Coordinator: Bolivia
- 5.2 List of restricted articles by authorities other than aviation security –
Coordinator State: Cuba

Agenda Item 6 Programmes and Projects - Aviation Security (AVSEC) and Facilitation (FAL)

- 6.1 Procedures for the implementation of One Stop Security System (OSS) –
Coordinator State: Panama
- 6.2 Report on the conduction of Workshops on Identification of Persons
with Suspicious Behaviour – Proposing State: Colombia

Agenda Item 7 Training, Cooperation, and Assistance

- 7.1 Implementation Support and Development Section – Security (ISD-SEC) Update
- 7.2 Facilitation (FAL) Section Update

Agenda Item 8 Terms of Reference and NAM/CAR and SAM Regional Roadmap based on the ICAO Global Aviation Security Plan (GASeP)

Agenda Item 9 Other Business

ii.7 Attendance

The Meeting was attended by 21 States the NAM/CAR/SAM Regions, two International Organizations, totalling 53 delegates as indicated in the list of participants.

ii.8 List of Conclusions

Number	Title	Page
*/1	<i>The list of conclusions/decisions will be included in the final version of the Report</i>	*-1
*/2		*-1
*/3		*-1

ii.9 List of Working and Information Papers and Presentations

WORKING PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
WP/01	1	Provisional agenda and schedule	24/07/18	Secretariat
WP/02	2	ICAO/LACAC NAM/CAR and SAM AVIATION Security And Facilitation Regional Group (AVSEC/FAL/RG) activities	10/08/18	Secretariat
WP/03	3.1	Report of the ICAO Implementation Support and Development – Security (ISD-SEC) Programme	09/08/18	Secretariat
WP/04	3.2	XXIII LACAC Assembly Decisions (Resolutions and Recommendations)	10/08/18	LACAC
WP/05	4.1	National Security Management Programme and GAP analysis for SeMS implementation	08/08/18	Colombia
WP/06	4.2	Checklist for activities of audits in airport operators, airline operators and AVSEC instruction centres	13/08/18	Argentina

WORKING PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
WP/07	4.3	Developments on cybersecurity in aviation security	09/08/18	Secretariat
WP/08	4.4	Actualización de los Términos de referencia y el Plan estratégico (in Spanish only)	14/08/18	Argentina
WP/09	5.1	Informe del programa Material de capacitación en Facilitación – Coordinador: Bolivia (in Spanish only)	13/8/18	Bolivia
WP/10	5.2	List of restricted articles by authorities other than aviation security – Coordinator State: Cuba	28/06/18	Cuba
WP/11	6.1	Procedures for the implementation of One Stop Security System (OSS)	06/08/18	Panama
WP/12	6.2	Workshop on identification of persons with suspicious behaviour	10/08/18	Argentina and Chile
WP/13	7.1	Declaration of the Regional Conference on Aviation Security for the Americas and the Caribbean and NAM/CAR and SAM Regional Roadmap	09/08/18	Secretariat
WP/14	7.2	Recent developments in facilitation	09/08/18	Secretariat
WP/15	9	Report on the activities of the AVSEC/FAL Regional Group at the Fifteenth Meeting of Civil Aviation Authorities of the South American Region (RAAC/15)	10/08/18	Secretariat
WP/16	9	Promotion of the Protocol to amend the Convention on Offenses and Certain Other Acts Committed On Board Aircraft done at Montreal on 4 April 2014 (Montreal protocol 2014)	06/08/18	IATA
WP/17	9	Beijing Convention	10/08/18	Chile
WP/18	9	Necesidades de los especialistas de facilitación (in Spanish only)	16/08/18	Nicaragua

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
IP/01 REV2.	--	List of Working and Information Papers	14/08/18	Secretariat
IP/02	8	Terms of reference (Reviewed in WP/08)	-----	Secretariat

PRESENTATIONS

Number	Agenda Item	Title	Date	Prepared and Presented by
P01	4.3	Civil aviation cybersecurity – Coordinator State: Jamaica	14/08/18	Jamaica

Refer to the Meeting web page:

<https://www.icao.int/NACC/Pages/meetings-2018-avsecfalrg8.aspx>

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Agenda Item 1 Meeting Agenda and Schedule

1.1 The Secretariat presented WP/01 and the Chairperson of the Regional Group invited the participants of the Meeting to approve the draft agenda and schedule of the Eighth Meeting of the ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG/8). The participants of the Meeting approved the agenda as presented in the historical section of this report and the schedule as presented in Appendix B to WP/01.

Agenda Item 2 Previous Meeting Conclusions

2.1 AVSEC/FAL/RG/7 Meeting

2.1.1 The Secretariat presented WP/02 where informed the progress of the conclusions adopted at the AVSEC/FAL/RG/7 meeting held at the ICAO SAM de la OACI, in Lima, Peru, on 4 to 6 October 2017. Based on Conclusion 5/7 of the AVSEC/FAL/RG/5 meeting, these conclusions had been approved by the representatives of member States upon completion of the AVSEC/FAL/RG/7 meeting. The final report had been circulated to member States by the joint ICAO/LACAC Secretariat.

2.1.2 With respect to Conclusion 7/1 - *Effective answer to request for comments from the States on Amendment 16 to Annex 17, the GAsEP and other requests from ICAO*, the secretariat informed that the response and participation from the States to the comments requested by ICAO on different activities and documents related to aviation security and facilitation, continues to be a great regional deficiency, due to answers takes too long to be received, or definitively, they are not received, providing an understanding that States agree with new provisions that are being adopted. Therefore, this matter turns into a need of a mandatory attention from Civil Aviation Authorities to appropriately address all ICAO requests related with AVSEC and FAL.

2.1.3 Regarding Conclusion 7/2 - *Workshop on the Aviation security management systems (SeMS) programme*, as Colombia confirmed that will host the workshop that will be conducted from 18 to 21 September 2018 in Bogota, Colombia, the joint Secretariat of ICAO NACC and SAM Regional Offices, and LACAC issued the invitations to the States informing that the event will have English/Spanish simultaneous interpretation, and therefore States were encouraged to participate in this event.

2.1.4 With regards to Conclusion 7/3 – *Report on the Coordination among States to standardise procedures for auditing their aviation security systems Programme*, Argentina completed the translation of the auditing procedures presented by Brazil in Portuguese, and presented in Agenda Item 4.2 of the AVSEC/FAL/RG/8 Meeting.

2.1.5 Regarding Conclusion 7/4 - *Workshop on civil aviation cybersecurity*, the invitation was sent to all States to participate in this workshop that was held in Montego Bay, Jamaica from 20 to 23 March 2018. Jamaica, as Coordinator of this Programme/Project presented further information on Agenda Item 4.3 of this Meeting.

2.1.6 Additionally, the progress of Conclusions 7/5, 7/6 and 7/7 were presented to the plenary of the AVSEC/FAL/RG/8 by the State Coordinators of each Project.

2.1.7 Finally, the plenary adopted the following Conclusion:

CONCLUSION	
AVSEC/FAL/RG/08/01	State`s Effective response participating in activities, or request of comments on AVSEC/FAL matters
<p>What:</p> <p>That,</p> <p>a) the appropriate authorities of Aviation Security (AVSEC) and Facilitation (FAL) of the NAM/CAR and SAM Regions are urged to support their AVSEC and FAL Units representatives for an active and committed participation in the AVSEC/FAL/RG activities for the benefit of their own States and of the region; and</p> <p>b) the NAM/CAR and SAM States` Civil Aviation Authorities are urged to develop internal mechanisms and procedures to ensure timely and appropriate answers to ICAO requests to ensure timely and effective response to the ICAO AVSEC and FAL requests, and share those procedures with the AVSEC/FAL/RG joint Secretary.</p>	<p>Expected impact:</p> <p><input type="checkbox"/> Political / Global</p> <p><input checked="" type="checkbox"/> Inter-regional</p> <p><input type="checkbox"/> Economic</p> <p><input type="checkbox"/> Environmental</p> <p><input checked="" type="checkbox"/> Operational/Technical</p>
<p>Why:</p> <p>To ensure their commitment of participation in the AVSEC/FAL/RG ACTIVITIES, and for ensuring their timely response to the ICAO AVSEC and FAL comments requests.</p>	
<p>When: Whenever required</p>	<p>Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed</p>
<p>Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> Other:</p>	

Agenda Item 3 Global and Regional Developments

3.1 ICAO Global Activities related to Aviation Security and Facilitation

3.1.1 The Secretariat presented the WP/03 informing to the Meeting on the ICAO Implementation Support and Development – Security (ISD-SEC) Programme, highlighting initiatives and activities undertaken to support States in implementing Annex 17 – *Security* and sustaining effective aviation security measures over time, aligned with the Global Aviation Security Plan (GASeP).

3.1.2 The Meeting was informed on the undertaken actions to provide assistance to Member States and the developments related with the processes for capacity building and ICAO activities; carried out work under priority areas of the GASeP was also informed.

3.1.3 The Meeting was invited to note the coordination and technical assistance on aviation security provided by ICAO. Participants to the Meeting were invited to recommend their States and organizations that provided aviation security assistance to include ICAO in their activities, and States were exhorted to provide voluntary contributions for the promotion of technical assistance on aviation security.

3.2 LACAC Contribution

3.2.1 LACAC Secretary presented WP/04 with an abstract on the Decisions (Resolutions and Recommendations) elaborated jointly with the activities carried out by the Regional Group in the Macrotask workframe “Aviation Security and Facilitation” of LACAC Strategic Plan. It was also informed that the Declarations of LACAC are published at the webpage <http://clacsec.lima.icao.int/2016-P/decisiones.htm> (visit Chapter IV - Facilitation and Security FAL/AVSEC) and can be used by States for their consideration in their respective regulations.

3.2.2 The Secretary detailed the Decision Projects that the Secretariat will present to the Executive Committee of the Commission in the next Meeting to be held in Punta del Este, Uruguay, 26 and 27 September 2018, and subsequent approval of the XXIII LACAC Assembly to be held in Habana, Cuba, the third week of November. “Best Practices” that have been recently uploaded in the LACEC website were also informed.

3.2.3 Another important issue that was referred by the LACAC Secretary in the presentation was that, in the group of Decision Projects attached this Working Paper was included a Recommendation supporting the Declaration of Panama on the AVSEC regional roadmap, a very important matter for future work of the Group.

3.2.4 The presentation was finished with a detailed explanation of LACAC process for the drafting of working papers in ICAO international Assemblies and Conferences, and requested to Civil Aviation Authorities of the States and to the Regional Group sending to LACAC Secretariat working papers and/or information papers, as well as positions and actions that they wish to present at the 40 ICAO Assembly, that will meet in September or October 2019, which will be included in the “Guidance material” that the ad hoc Group, constituted by the Executive Committee for that effect, has been preparing.

Agenda Item 4 Programmes and Projects - Aviation Security (AVSEC)

**4.1 Report on Aviation Security Management Systems programme -
Coordinator State: Colombia**

4.1.1 The representative from Colombia presented WP/05 and informed on the First Security Management Systems (SeMS) Workshop to be held in Bogota, Colombia, from 18 to 21 September 2018. During the meeting a discussion was held on the objective and scope of the workshop, and the importance of the participation and collaboration of IATA in such event and in the Working Group.

4.1.2 After some discussions it was considered appropriate that States having good practices or wishing to present their experiences coordinate their presentations through the Regional Offices in order to include them in the agenda.

4.1.3 Finally, States were encouraged to participate in the event and send their experts to contribute with their inputs. States were requested to consider all the actions suggested in the working paper.

CONCLUSION	
AVSEC/FAL/RG/8/2	FIRST SECURITY MANAGEMENT SYSTEMS (SEMS) WORKSHOP
What: That, States participate in the First Security Management Systems (SeMS) Workshop to be held in Bogota, Colombia, from 18 to 21 September 2018, and send their experts to contribute with their inputs.	Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input type="checkbox"/> Operational/Technical
Why: XX	
When: XX	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> Other:	XX

4.2 Report on Coordination between States to standardize their aviation security systems audit procedures programme – Coordinator State: Brazil

4.2.1 The WP/06, presented by Argentina, continued an initiative of the Brazilian civil aviation authority related to the creation of a model for a verification guide (checklist) to audit activities in aircraft operators, aerodrome operators and AVSEC training centres, with the purpose to present their experience for evaluation and comparison with the auditing protocols of other States.

4.2.2 The use of protocols presented and translated by Argentina, as a regional homologation approximation in aviation security, in light of the need to maintain Annex 17 levels and the effective implementation of the States in the NAR-CAR Regions, was considered appropriate.

4.2.3 The Meeting was invited to develop a Regional Audit Programme in order to measure the advance of the effective implementation accordingly to the GAsEP and the Regional Roadmap.

4.3 Civil aviation cybersecurity – Coordinator State: Jamaica

4.3.1 The Secretariat presented WP/07 on cybersecurity developments in aviation security. The paper highlighted the growth of cyber threats in number, cost and sophistication due to the expanded use of cloud technologies and mobile devices by companies in all type of sectors. The higher degree of system's interconnection increased the access points for potential cyber-attacks and maximized their effects.

4.3.2 The Secretariat also listed the different initiatives carried out by ICAO on cybersecurity in order to assist States and aviation industry. ICAO's signature of the Civil Aviation Cybersecurity Action Plan (December 2014) alongside other international organizations (e.g. ACI, CANSO, IATA) and *Resolution 39-19* of the 39th ICAO Assembly addressing Cybersecurity have crystallized in a working group on cybersecurity which started its meetings this year.

4.3.3 At regional level, Jamaica, with the support of the Inter-American Committee against Terrorism (OAS-CICTE) organized a Cybersecurity Workshop in Montego Bay (March 2018), and in July 2018 the Federal Aviation Administration (FAA) carried out a cybersecurity tabletop exercise in Washington D.C. The workshop organized in Jamaica would be replicated at Buenos Aires in November 2018 and from 4 to 6 December 2018 is scheduled a Cybersecurity Workshop at ICAO NACC Regional Office, addressing the subject from the perspective of AVSEC and ATM experts and involving the industry.

4.3.4 The final objectives of this work are the update of pertinent ICAO SARPs, the improvement of related guidance material (e.g. Doc 8973 – *Aviation Security Manual*, Doc 9985 *ATM Security Manual*) and the development of useful tools for better coordination and resilience in case of a cyber-attack.

4.3.5 Under this Agenda Item, Jamaica informed the Meeting on the main outcomes of the Cybersecurity Workshop organized by Jamaica. The workshop objectives were to raise awareness on cyber threats, have a better understanding of the methods of attack, apply risk assessment techniques to address cyber threats, and to understand the role and functions of National Computer Emergency Response Teams (CERTs). As future steps, Jamaica suggested the organization of new cybersecurity tabletop exercise in the region and the establishment of a regional CERT.

4.3.6 The Meeting decided to confirm the delegate of Jamaica as the Focal Point within the AVSEC/FAL/RG on Cybersecurity. In addition, the Meeting encouraged States, Territories and International Organizations to send their aviation security national experts to the relevant cybersecurity events that are scheduled to be held in November and December 2018.

4.4 WP/08 on the Report on the Alignment of the Strategic Plan of the AVSEC/FAL Regional Group with the Global Plan for Aviation Security (GASeP) Workshop, presented by Argentina was discussed under Agenda Item 8.

Agenda Item 5 Programmes and Projects - Facilitation (FAL)

5.1 Report on Facilitation training material programme – Coordinator: Bolivia

5.1.1 Bolivia representative presented WP/09 on the Facilitation training material, providing the results of the guidance material proposal developed by Bolivia and invites NAM/CAR and SAM States to participate in the International Facilitation Workshop to be held in Cochabamba, Bolivia, from 1 to 5 October 2018.

5.1.2 In the WP/09 the workshop content and its scope were treated. The necessity of this workshop for the NAM/CAR and SAM regions was debated after the working paper was presented. The importance of the contributions of the States for its update was also discussed; the workshop was made available to the AVSEC/FAL/RG for use by the States.

CONCLUSION	
AVSEC/FAL/RG/8/3	FACILITATION TRAINING MATERIAL PROGRAMME
What: That, a) the Regional Group use the training material developed by Bolivia for the NAM/CAR and SAM regions, as a training material of the Regional Group, this material is available for the States to be taught when requested by them; and b) States are encouraged to participate in the International Facilitation Workshop to be held in Cochabamba, Bolivia, from 1 to 5 October 2018.	Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input type="checkbox"/> Operational/Technical
Why: XX	
When: XX	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> Other:	XX

**5.2 List of restricted articles by authorities other than aviation security –
Coordinator State: Cuba**

5.2.1 Cuba presented WP/10 with the results of the survey among States and Territories on restricted articles by authorities not related to aviation security. This task was established at AVSEC/FAL/RG/5 (June 2015) and was carried out by a dedicated working group chaired by Cuba and composed by Bolivia, Colombia, Nicaragua and Uruguay.

5.2.2 Regarding the answers provided to the questionnaire developed by the working group, a total of 13 Member States and 6 Territories answered it. However, the information and level of detail of the answers provided varied significantly. The answers were gathered in the appendix to WP/10, grouping the information in different categories of articles according to the details available (e.g. animal products, food and beverages, cultural heritage).

5.2.3 With the aim of harmonizing the answers and having better replies from the States, Cuba suggested to circulate through the Secretariat the list among the States, giving 30 days for the answers. The meeting agreed on the proposed action tasking the Secretariat with the drafting of the letter and established the 14 September 2018 as deadline, in order to allow the presentation of the final working paper at the next meeting of the Executive Committee of the LACAC (Punta del Este, 26-27 September 2018).

5.2.4 The meeting thanked the work of the working group, acknowledging its usefulness for civil aviation authorities and airline operations, and discussed how the list should be published. The Secretary clarified that the list would be available only in the document repository of LACAC and, in order to avoid potential accountability issues, it would incorporate the date and a disclaimer.

5.2.5 The Meeting adopted the following conclusion:

CONCLUSION	
AVSEC/FAL/RG/8/4	List of restricted articles by authorities other than aviation security
<p>What:</p> <p>That,</p> <p>a) the Secretariat would prepare the letter and circulate the list establishing the 14 September 2018 as deadline for answers.</p> <p>b) once the work is completed, LACAC will include it in its document repository for consultation of the States.</p>	<p>Expected impact:</p> <p><input type="checkbox"/> Political / Global</p> <p><input type="checkbox"/> Inter-regional</p> <p><input type="checkbox"/> Economic</p> <p><input type="checkbox"/> Environmental</p> <p><input checked="" type="checkbox"/> Operational/Technical</p>
<p>Why:</p> <p>To harmonize answers to the questionnaire on restricted articles by authorities other than aviation security and increase States' response, and to facilitate the consultation of the list by the States.</p>	
<p>When: Immediately – October, November 2018</p>	<p>Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed</p>
<p>Who: <input type="checkbox"/> States <input checked="" type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:</p>	LACAC

Agenda Item 6 Programmes and Projects - Aviation Security (AVSEC) and Facilitation (FAL)

**6.1 Procedures for the implementation of One Stop Security System (OSS)
 – Coordinator State: Panama**

6.1.1 Panama presented WP/11, in which the actions taken and the progress made by the Working Group concerning the development of the “One Stop Security Programme for the States of the Region” are informed.

6.1.2 The WP mentions the progress of the project for the Region, and also the progress made by Panama in the validation visits conducted by the State of Panama to other NAM/CAR and SAM Regions, the WP also mentions that in addition to these visits of validation, the State is carrying out infrastructure work at the Tocumen airport for the lifting of its Security Concern (SSEC), and it is committed to request a validation visit to ICAO to raise its SSEC within the next year.

6.1.3 In the same order of ideas, the Regional Group after some discussions considered that there were several States of the NACC Region that have experience on the implementation of OSS with other States, which will contribute their experiences to the improvement of the Working Group project.

6.1.4 The ICAO Secretariat commented on the possibility of signing a commitment of Will by some States of the Region to begin with the actions for the implementation of a Regional OSS system to improve connectivity in the Region, also insisted of the importance of the compliance of Annex 17 by the States and that do not have any SSEC in their aviation security systems, essential conditions to integrate this group, commitment that will be carried out in the SAM Regional Office in a commemorative event of the 70 years of its existence, to be held on December 7, 2018.

6.1.5 The experts of the States were encouraged to provide guidance to their authorities on this issue, and the convenience for their States to sign the commitment of will of OSS to be held in the Lima office in December.

6.1.6 After a discussion, the meeting decided to take into account actions a), b) and c) suggested in this WP, considering that action d) suggested in the WP is already addressed in another Working Group.

6.1.7 Panama was encouraged to ask for a validation visit to ICAO after the tasks that were informed in its working paper are completed to supersede the SSEC, and to contribute with its experience for the improvement of the OSS Programme of the AVSEC/FAL/RG.

CONCLUSION	
AVSEC/FAL/RG/5	PROCEDURES FOR THE IMPLEMENTATION OF THE ONE TOP SECURITY (OSS) PROGRAMME
<p>What:</p> <p>That,</p> <p>a) the Working Group on the “One Stop Security Programme (OSS) continues working on the OSS project of the AVSEC/FAL/RG and incorporates the experiences of the NACC States that already have the the OSS implementation experience;</p> <p>b) the Regional Offices programme and coordinate the Second regional meeting of the work group on the One Stop Security (OSS) Project, with the aim to analyze the procedures currently developed by the Group and incorporate the experiences provided by the NACC States that already have implemented de OSS, work to be presented in the next AVSEC/FAL/RG/9; and</p> <p>c) the experts of the States advice their authorities on the OSS implementation within their States to improve the connectivity in the Region, and the convenience for States to sign the OSS compromise will in the Regional Office in Lima in December 2018.b)</p>	<p>Expected impact:</p> <p><input type="checkbox"/> Political / Global</p> <p><input type="checkbox"/> Inter-regional</p> <p><input type="checkbox"/> Economic</p> <p><input type="checkbox"/> Environmental</p> <p><input type="checkbox"/> Operational/Technical</p>
Why:	
XX	
When: XX	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> Other:	XX

6.2 Report on the conduction of Workshops on Identification of Persons with Suspicious Behaviour – Proposing State: Colombia

6.2.1 Chile and Argentina presented the WP/12 reminding that Amendment 12 to Annex 17 (2010) incorporated the Recommended Practice 4.4.5 with the concept of “Identification of persons with suspicious behaviour”, that later the definition for “detection of persons with suspicious behaviour” was added in Amendment 15 to Annex 17 on 23 November 2016.

6.2.2 Considering the recommended practice, the AVSEC/FAL/RG/2 Meeting agreed to establish a Working Group lead by Chile to develop training material with more detailed technical specifications on this matter. On 2-3 October 2017, the “Workshop on identification of persons with suspicious behaviour” was conducted in Lima, to update and improve this material that was later presented with the WP/35 at the 29th meeting of the AVSECP, where it was requested to take note and to endorse the decision of the Working group on training (WGT) to prepare material on the subject matter of this working paper.

6.2.3 Venezuela informed that they used this material already and that they continue working to incorporate some improvements. Finally, the Regional Group was invited to take note of the presentation made, informing that Conclusion 7/6 c) of the AVSEC/FAL/RG/7 Meeting was concluded.

Agenda Item 7 Training, Cooperation, and Assistance

7.1 Implementation Support and Development Section – Security (ISD-SEC) Update

7.1.1 The Secretariat presented the WP/13, informing on the Regional Conference on Aviation Security for the Americas and the Caribbean was held in Panama City, Panama, from 24 to 27 July 2018, hosted by the Panamanian Civil Aviation Authority. The Conference was attended by the ICAO Secretary General and by 151 delegates from 22 States/Territories from the NAM/CAR/SAM Regions and three International Organizations.

7.1.2 This paper informed that the authorities and stakeholders attending the Conference agreed on the Declaration for the implementation of the NAM/CAR and SAM Aviation Security Regional Roadmap, aligned with the ICAO Global Aviation Security Plan (GASep). Copy of that Declaration and GASep Conclusions are attached in Appendix A and Appendix B to that paper.

7.1.3 That document highlights, inter alia, that the Regional Roadmap is a living document, and designates to the AVSEC/FAL/RG the responsibility for maintaining it updated. It also encourages the coordination among ICAO, the NAM/CAR and SAM States, and stakeholders to work towards the implementation of the five key priority outcomes of the GASep, to be in compliance with UN SC Resolution 2309 (2016) and respective ICAO Assembly Resolutions under ICAO's leadership.

7.1.4 After a debate if the Declaration was signed, the joint Secretary clarified that, the declaration does not establish a legal tie that implies a commitment. However, while the document has attached the Conclusions and the Roadmap, the participant States accepted the document. In order to reinforce this agreement of the documents from the Panama Conference, LACAC will present the Declaration, Conclusions and the Regional Roadmap to the next Executive Committee Meeting, as ICAO will present these documents together with the declarations of other regions in the High level Conference to be held in Montreal in November this year.

7.1.5 The Meeting agreed on the following Conclusion:

CONCLUSION	
AVSEC/FAL/RG/8/6	NAM/CAR/SAM Declaration, Conclusions and the Regional Roadmap from the Panama Conference on Aviation Security
<p>What:</p> <p>That,</p> <p>a) States of the NAM/CAR/SAM consider the Declaration, Conclusions endorsed by the Regional Conference on Aviation Security for the Americas and the Caribbean held in Panama; and</p> <p>b) the NAM/CAR and SAM States' Civil Aviation Authorities are encouraged to commit and extend further efforts for implementing the endorsed NAM/CAR and SAM Regional Roadmap GAsEP within their States including their aviation security stakeholders to be prepared for an effective and efficient implementation of the security standards to reach the expected percent of planned regional effective implementation in the Roadmap.</p>	<p>Expected impact:</p> <p><input type="checkbox"/> Political / Global</p> <p><input checked="" type="checkbox"/> Inter-regional</p> <p><input type="checkbox"/> Economic</p> <p><input type="checkbox"/> Environmental</p> <p><input checked="" type="checkbox"/> Operational/Technical</p>
<p>Why:</p> <p>to be prepared for an effective and efficient implementation of the security standards to reach the expected percent of planned regional effective implementation in the Roadmap</p>	
<p>When: As soon as practicable</p>	<p>Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed</p>
<p>Who: <input checked="" type="checkbox"/> States <input checked="" type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:</p>	<p>XX</p>

7.2 Facilitation (FAL) Section Update

7.2.1 The Secretariat presented the WP/14, highlighting relevant issues that were mentioned during the ninth meeting of the Facilitation Panel (FALP/9), held at ICAO Headquarters, Montréal, from 4 to 7 April 2016, and that were adopted by the ICAO Council and incorporated in the 15th Edition of Annex 9 — *Facilitation*, in force since February 2018. Inter alia, the adoption of a new Standard obliging each Member State to establish an Advance Passenger Information (API), enhanced Passenger Name Record (PNR)-related provisions, new Recommended Practices on Electronic Travel Systems (ETS), the inclusion of the nationality of passengers in Appendix 2 to Annex 9, Passenger Manifest, new Standards and Recommended Practices (SARPs) on the transport of minors and the establishment of provisions on Automated Border Control (ABC) systems.

7.2.2 The WP/14 also treated issues such as the implementation of the ICAO Traveller Identification Programme (TRIP) strategy and its priorities and results for 2017-2019 assistance activities, and also mentioned a website in which the Member States can find updated specifications on the issuing of modern and secure travel documents of the ICAO Public Key Directory (PKD).

7.2.3 The Secretariat explained to the States the importance of being part of the PKD and the benefits that are involved, and exhorted to the States that have implemented E-Passports, and those that are going to implement the PKD, to request ICAO technical assistance for its implementation.

7.2.4 The Meeting was informed on the results of the Second meeting of the Technical Advisory Group on the Traveller Identification Programme (TAG/TRIP) held in April 2018 in Montreal, Canada, where several recommendations were agreed, particularly on new Terms of Reference of the two TAG/TRIP working groups, the New Technology Working Group (NTWG) and the Implementation and Capacity Building Working Group (ICBWG), the future potential specifications to be developed for visas in electronic format and to be included in Doc 9303, Machine Readable Travel documents (MRTDs) and the importance of providing the appropriate assistance to the “Least Developed Countries (LDCs)” and the “Small Islands Developing States (SIDS)”.

7.2.5 Some States made commentaries on the interpretation criteria of Annex 9 Standards audited under the USAP-CMA and the necessity of providing more detailed information on the integral compliance of such Standards.

7.2.6 Finally, the Meeting is invited to encourage all Member States to establish an Advance Passenger Information (API) system, in coordination with appropriate government entities to determine the national structure and assign one entity responsible for the administration and interoperability of the API. IATA informed on a guide that has developed on how to interpret the API system. Member States that exchange information with foreign counterparts were also encouraged to ensure and increase protection of border security and counter terrorism through the Passenger Name Record (PNR), and to ensure the correct implementation of provisions established in Doc 9303 – Machine Readable Travel Documents for the issuance of travel documents, and to take advantage of and use the the ICAO TRIP Guide on Border Control Management (BCM), and to notify the NACC Regional Office if interested of receiving, under cost recovery basis, a Technical Assessment Mission (TAM) that will verify the effective implementation of Standards related with border security.

Agenda Item 8 Terms of Reference and NAM/CAR and SAM Regional Roadmap based on the ICAO Global Aviation Security Plan (GASeP)

8.1 After the WP/8 on Terms of Reference and the Regional Roadmap NAM / CAR and SAM based on the ICAO Global Aviation Security Plan was presented by Argentina, to which were added the different statements of the delegates, the Meeting decided that the alignment with the GASeP made by the Working Group on the Strategic Plan required the Terms of Reference to be amended correspondingly.

8.2 On the other hand, based in deliberations and agreements reached by the Meeting, the Appendix to this part of the report contain the work programme and the amended projects, additionally to the updated Terms of Reference.

8.3 The meeting also agreed to entrust the Secretariat with the preparation and maintenance of an index of work carried out by the RG.

8.4 Finally, the meeting agreed to withdraw from the report the appendices referring to the “Methodology of the strategic plan of the ICAO/LACAC NAM/CAR and SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) and the “Communication model of the coordinator to the members of the group of task,” so that they are incorporated to the repository of finished tasks and serve as reference for the performance of the Task Groups.

APPENDIX
ICAO/LACAC NAM/CAR AND SAM AVIATION SECURITY
AND FACILITATION REGIONAL GROUP (AVSEC/FAL/RG)
TERMS OF REFERENCE, WORK PROGRAMME AND PROJECTS

1. Establishment

1.1 Addressing the following meetings and agreements:

- Memorandum of Cooperation between ICAO and LACAC providing a framework for enhanced cooperation (Montreal, Canada, 27 September 2010)
- Resolution 19-5 of the Latin American Civil Aviation Commission XIX Ordinary Assembly (LACAC) (Punta Cana, Dominican Republic, 1 to 5 November 2010)
- Resolution UNSC 2309
- Res A19-5 CLAC
- GAsEP
- Statement of Panamá
- Regional Road Map

in accordance with ICAO Strategic Objective, Security and Facilitation, which reflects the need for ICAO's leadership in aviation security, facilitation; in the spirit of the Joint Declaration on Civil Aviation Security for the Americas adopted during the High-Level Ministerial Meeting held in Mexico in February 2010 and the Cooperation Agreement between ICAO and LACAC signed in September 2010 (included in Attachment 6 to this Appendix for ease of reference), whose objectives foster the improvement of consultation and cooperation, as well as to avoid duplication of efforts, promote and assist training activities and strengthen coordination between LACAC and the ICAO Regional Offices, among others, ICAO and LACAC combined their respective AVSEC and FAL regional groups and established the ICAO/LACAC Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) for the ICAO North American, Central American (NAM), and Caribbean (CAR), and South American (SAM) Regions.

1.2 The Joint Statement of the Regional Conference on Aviation Security in Caracas, Venezuela, dated 8 February 2012, includes the following: *"We recognized the action plan developed by the Aviation Security and Facilitation Regional Group in May 2011, which fosters the implementation of harmonized aviation security in the region in cooperation with the Latin American Civil Aviation Commission and ICAO"*; and the Resolutions 39/18, 39/19, and 39/20 adopted by the 39th sessions of the Assembly.

1.3 The "NAM / CAR and SAM Regional Conference on Aviation Security for the Americas and the Caribbean to address common challenges through the implementation of the ICAO Global Aviation Security Plan (GASeP)", held in the City of Panama, Panama, from July 24 to 27, 2018, in relation to the tasks entrusted to the Regional Group AVSEC / FAL concluded that:

- The NAM / CAR and SAM Regional Roadmap will jointly gather the ICAO NACC and SAM Regional Offices, States, Regional Organizations and stakeholders, in a comprehensive manner and in a coordinated effort to strengthen Inter-regional collaboration and regional aviation security. The main objective of this Roadmap is to assist and urge all NAM / CAR and SAM stakeholders to work collaboratively towards an effective implementation of agreed actions / tasks to achieve the objectives of the GASeP, compliance with the Annex 17, and the sustainability of the global and regional aviation security system using the NAM / CAR and SAM Regional Group AVSEC / FAL as the main forum (in coordination with other relevant entities / groups / forums) to promote the sharing of information among those involved.
- Appendix A of this Roadmap will be reviewed and updated in coordination with the AVSEC / FAL Regional Group of the ICAO NAM / CAR and SAM Regional Offices (in cooperation with other appropriate entities) taking into account specific existing threats and emerging aviation security in the region, major evolutions in the aviation system, as well as the GASeP and its future amendments.
- The AVSEC / FAL Regional Group, taking into account the available resources of the States and entities involved, should support the development of detailed National Action Plans to ensure the effective implementation of the actions and tasks of the Roadmap.
- The AVSEC / FAL Regional Group will work with the Regional Offices accredited to the NAM / CAR and SAM States to collaborate with the States, regional organizations, and the Stakeholders to support the effective implementation of the Roadmap.
- The ICAO NACC and SAM Regional Offices will monitor the implementation of the NAM / CAR and SAM Regional Roadmap, and will provide periodic progress reports to the pertinent regional entities, for example, to the AVSEC / FAL Regional Group and to the meeting of Directors General of the NAM / CAR and SAM Regions, on the basis of the information received from the States regarding the implementation of the Road Map.

1.4 The AVSEC/FAL/RG will report its activities and results to the Directors of Civil Aviation and the appropriate aviation security authority, if different, in States and Territories of the NAM/CAR and SAM Regions. ICAO and LACAC will process the reports using their respective mechanisms, as appropriate, taking into consideration minimization of duplication. Likewise, it will report its activities to the Committee of Acts of Unlawful Interference of the Council of ICAO, Executive Committee of LACAC, the Deputy Direction of Aviation Security and Facilitation, as well as, it will maintain a permanent link with the Panel of Experts of Facilitation and Panel of Experts in Security. of aviation through the states that are part of these, through the presentation of Informative Notes that reflect the actions and projects developed within the Regional Group.

1.5 The Working Papers and / or Information Papers that will be presented in the respective panels will be prepared by the RG secretariat and presented by the states that attend the corresponding meetings.

2. AVSEC/FAL/RG Membership

2.1 AVSEC/FAL/RG Members

Representatives and alternates may be nominated by the following:

ICAO member States and Territories of the NAM/CAR and SAM Regions:

Anguilla	Guyana
Antigua and Barbuda	Haiti
Argentina	Honduras
Aruba	Jamaica
Bahamas	Mexico
Barbados	Montserrat
Belize	Netherlands (for Bonaire, Sint Eustatius and Saba Islands)
Bermuda	Nicaragua
Bolivia	Panama
Brazil	Paraguay
British Virgin Islands	Peru
Canada	Saint Kitts and Nevis
Cayman Islands	Saint Lucia
Chile	Saint Vincent and the Grenadines
Colombia	Saint Maarten
Costa Rica	Suriname
Cuba	Trinidad and Tobago
Curaçao	Turks and Caicos
Dominican Republic	United Kingdom
Ecuador	United States
El Salvador	Uruguay
France (for French Antilles and French Guiana)	Venezuela
Grenada	
Guatemala	

International Organizations:

ACI	IATA
ACSA COCESNA	IDB
ALTA	IFALPA
CANSO	IFATCA
CASSOS	OAS CICTE
ECCAA	UNODC- Aircop
IOM	WCO

A Chairperson and Vice-Chairperson will be elected by the Group from State representatives present at the meeting where the election is held, each representing States to ensure that together they cover the NAM/CAR and SAM Regions, English and Spanish languages and AVSEC/FAL expertise for a period of three years.

2.2 *AVSEC/FAL/RG Participants*

Participation by the following may be invited:

- States and Territories from other regions
- Other international, regional, national and security organizations, bodies and agencies (e.g., ECAC)
- Aircraft operators
- Air Navigation Service Providers
- Airport operators
- ICAO Aviation Security Training Centres in the NAM/CAR and SAM Regions

3. Secretariat

3.1 The Secretariat will be provided by ICAO and LACAC. Within ICAO, the Secretariat will be led by the NACC and SAM Regional Offices coordinated by the NAM/CAR and SAM Regional Officers for Aviation Security and Facilitation and supported by the ICAO Headquarters Aviation Security Branch. Within LACAC, the Secretariat will be led by the Secretary and his Operations Assistant.

4 ICAO/LACAC AVSEC/FAL/RG Regional Group Mission

Be the regional forum to promote compliance with Standards and Recommended Practices of Annexes 9 – *Facilitation* and 17 – *Security* to the Chicago Convention.

5. ICAO/LACAC AVSEC/FAL/RG Regional Group Vision

5.1 Identify regional particularities and difficulties and propose guidelines and common procedures to assist and cooperate with States in compliance with the ICAO and LACAC objectives on AVSEC/FAL issues.

5.2 Work jointly with other Regional and Global Groups, Organizations and Associations to achieve synergy to allow reaching common objectives with resources optimization.

6. Strategy

6.1 Emphasize the importance of aviation security and facilitation amongst States and stakeholders.

6.2 In line with what was agreed in the GASeP and the Regional Roadmap, the need to align the strategic planning of the Group with the key priorities is recognized. Five key priority outcomes are identified in which ICAO, States and stakeholders must urgently focus their attention, resources and efforts. These priorities derive from the main problems that Member States may face in achieving this objective and are the following:

- a) Enhance risk awareness and response. Understanding risk is essential for policies and measures that are effective, proportionate and sustainable. Undertaking risk assessments will help to identify gaps and vulnerabilities, which can then be urgently addressed in the most practical way possible, and with optimal use of resources.
- b) Develop security culture and human capability. The promotion of effective security culture is critical to achieve good security outcomes. A strong security culture must be developed from the top management across and within every organization. The existence of a well-trained, motivated and professional work force is a critical prerequisite for effective aviation security.
- c) Improve technological resources and foster innovation. Promoting and applying better technological solutions and innovative techniques can provide the tools for enhancing security effectiveness while ensuring operational efficiency.
- d) Improve oversight and quality assurance. Effective quality control and oversight processes globally, nationally, and locally are critical in delivering sustained effective aviation security.
- e) Increase cooperation and support. Increasing collaboration between and within States will enable the key security objectives to be achieved more quickly and efficiently

Incorporar FAL::::

7. Objectives

7.1 Enhance security and facilitation of air transport operations, aircraft, civil aviation facilities, personnel and the travelling public, and discourage and diminish the potential for unlawful interference and acts against civil aviation.

7.2 Provide tools for States to keep regulation up to date and ensure compliance of aviation security and air transport facilitation provisions by appropriate authorities at the national level, and support necessary arrangements for implementation capability at State international airports.

7.3 Develop a regional aviation security and air transport facilitation structure based on regional cooperation and coordinated assistance for States in these areas.

7.4 Establish a regional mechanism that allows “common application” guidelines of ICAO Annexes 9 and 17, paying special attention to the generation of a regional policy for the organization, application and compliance of international standards of the National Committees and Facilitation and Airport Security Committees.

7.5 Optimization of the coordination, cooperation and information exchange mechanisms, experiences, procedures and best practices in aviation security and facilitation among States; strengthening the AVSEC and FAL oversight systems on behalf of State appropriate authorities, as well as the harmonization of AVSEC/ FAL training programmes and policies on the basis of individual needs in each region.

7.6 Maintain the AVSEC / FAL balance, which allows States to assess and define risk levels and harmonize measures and procedures, when circumstances permit.

7.7 Develop a cooperation policy aimed at compliance of Standards contained in Annex 9 – *Facilitation* and regarding implementation of ICAO Traveller Identification Programme (TRIP).

7.8 Look for intraregional support alternatives, inter and extra regional, to harmonize effective and efficient implementation of AVSEC and FAL Standards in each State.

7.9 Identify financial and in-kind contributions from multinational and bilateral partners/donor States/organizations to provide State assistance with aviation security and air transport facilitation provision implementation.

7.10 Enhance AVSEC/FAL professional(s) awareness.

8. Activities

8.1 Provide i) a forum for discussion, coordination and cooperation of AVSEC and FAL issues amongst States, partners and stakeholders; ii) exchange relevant information; and iii) threat and risk assessment.

8.2 Review analyses of regional AVSEC and FAL deficiency trends and develop harmonized regional action plan aimed at compliance with the GAsEP and the Regional Roadmap.

8.3 Promote and provide a mechanism for regional coordination and cooperation amongst State AVSEC and FAL authorities, international organizations, regional oversight bodies and industry.

8.4 Share ‘best practices’ amongst States and utilize the capacity available in some States’ Administrations to assist others.

8.5 Identify available options for providing assistance to and cooperation between and among States through the following:

- Direct bilateral and multilateral agreements among States
- Horizontal cooperation facilitated by the LACAC Secretariat
- ICAO Regional Offices with the support of and in coordination with the Implementation Support and Development – Security Section and the Technical Cooperation Bureau
- Other international organizations and development agencies

8.6 The outcome of the activities, such as: orientation documents, model programs, checklists, workshops, courses, systems, etc. Developed by the Regional Group belong to the Group and consequently to the States that compose it. The States that have developed a material and wish to share it, totally or partially, with the Regional Group, but maintaining the intellectual property thereof, may do so with the express clarification of the limitations to its use.

9. Documentation

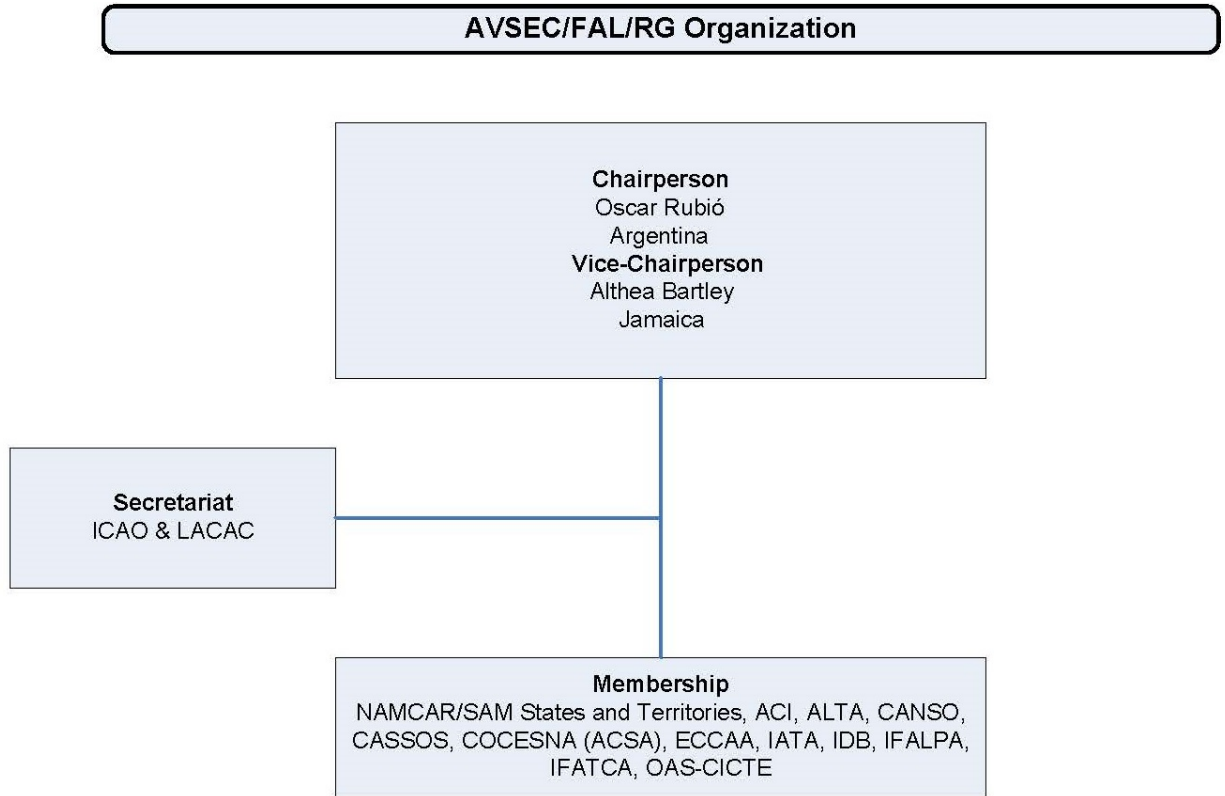
9.1 Documentation prepared and reviewed by the AVSEC/FAL/RG shall be available in both English and Spanish. Meeting documentation will be translated by the Secretariat adopting the applicable procedures and timelines established for all regional group meetings and specified in the meeting invitation letters. Documentation produced by the AVSEC/FAL/RG programmes and projects, in addition to the working papers, including appendices thereof, will be translated by the member States/organizations of the project that has produced the documents for review by the AVSEC/FAL/RG. If the project members are unable to identify a resource to perform the translation, the State coordinator of the project will inform the Secretariat in a timely manner in order to examine alternative options to complete the translation.

9.2 The Secretariat will process documentation and make it available on the corresponding website no later than one week prior to the commencement of the meeting. This requires States/organizations to submit working papers requiring translation to the Secretariat no later than one month prior to the commencement of the meeting.

9.3 Regarding the report, as per the Conclusion 5/7 of AVSEC/FAL/RG/5 and to expedite the final report, it is established that at the end of each AVSEC/FAL/RG Meeting, the plenary will review and approve the draft report for approving it. Once the respective adjustments are completed, the joint Secretariat of ICAO NACC and SAM Regional Offices, and the Latin American Civil Aviation Commission (LACAC) will disseminate the final report to the States, and both will elevate it to their respective entities for the consideration of advanced projects.

9.4 The Regional Group will submit, through the secretariat, the final report, together with a summary of the adopted conclusions, to the Committee of Unlawful Interference Acts, to the Executive Committee of LACAC and to the Sub-Directorate of Aviation Security and Facilitation for your knowledge and promotion.

10. Organization



11 Work Programmes, Strategic Plan AVSEC/FAL and Projects

11.1 The Work Programmes and Projects of the AVSEC/FAL/RG are presented in the Table at **Attachment 1**.

11.2 The Working Groups will be formed by consensus of the RG, assigning an objective and one or more specific tasks.

11.3 All work programmes and projects must be completed and submitted to the ICAO / CLAC Secretariat no later than one month before the date of the RG meeting.

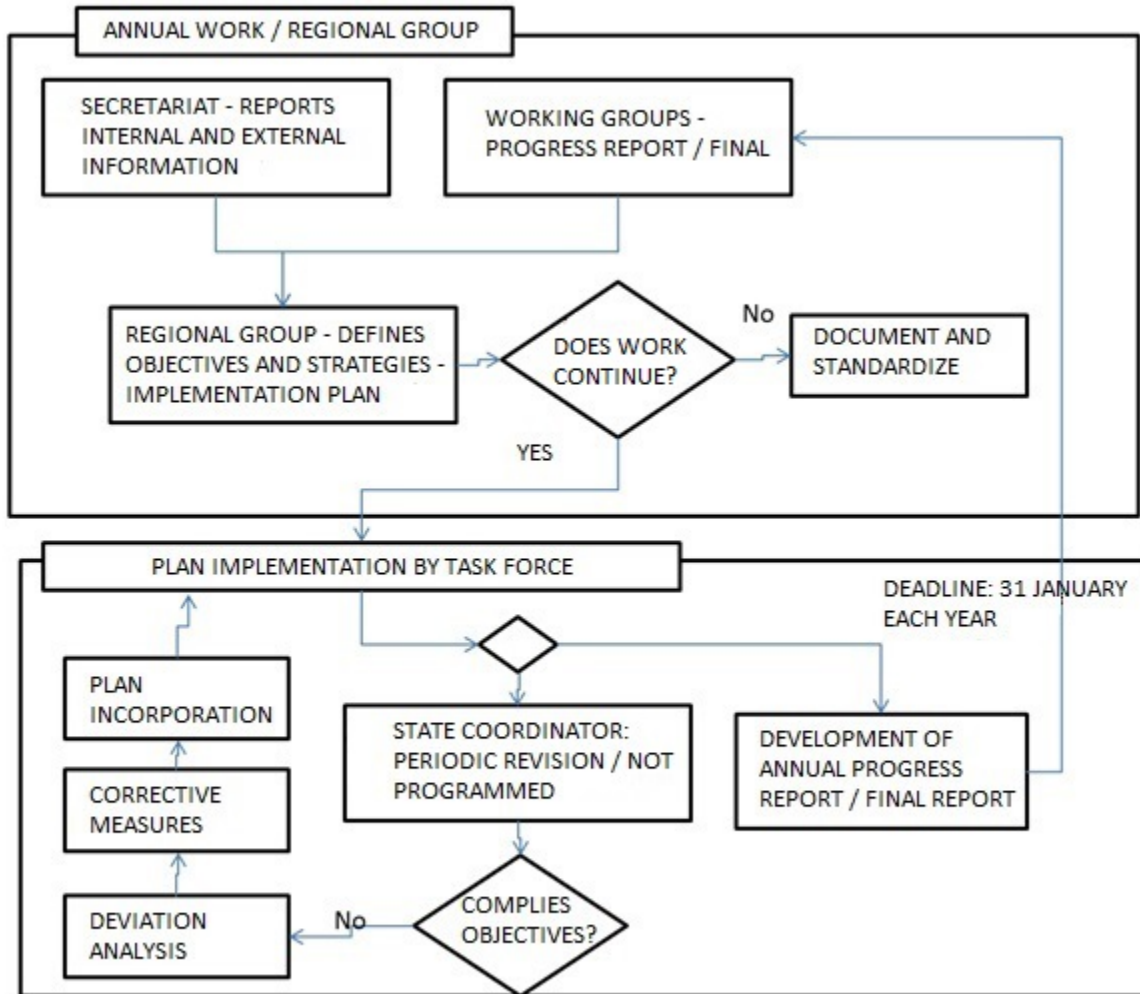
11.4 The methodology of the Strategic Plan, developed by the AVSEC/FAL/RG, can be found at Attachments and contains an “Internal Work Procedures for the ICAO/LACAC AVSEC/FAL Regional Group and Task Forces” and a “Method to determine an ICAO/LACAC AVSEC/FAL/RG Task Force’s progress to meet its goals”.

12. Mentions and Acknowledgements

12.1 When in virtue of contributions and carried out work of a person, body or association, the RG considers it appropriate to make acknowledge, mention or grant an honorary position, it may do so by general consensus of the States at the meeting.

12.2 The proposal of mention or acknowledgement will be presented by one or more Member States through the presentation of an Information Paper that reflects the reasons that make this recognition creditor to the proposed candidate.

Approved method flowchart



ANNEX 2 TO THE APPENDIX

ICAO/LACAC AVIATION SECURITY AND FACILITATION REGIONAL GROUP
(AVSEC/FAL/RG) INTERNAL WORK PROCEDURES

These procedures are intended to provide guidelines that will ensure tasks and goals indicated by the AVSEC/FAL/RG are conducted based on the understanding and collaboration of States who are Task Force members.

By creating a Task Force, the AVSEC/FAL/RG shall clearly establish:

- a) Goals, implementation strategies and relevant strategic activities
- b) Topic assignment
- c) Management goals
- d) Deadlines to comply with each management task

For task development, Task Forces will use the management model drawn-up in these procedures and will report to the Secretariat, who in turn will report progress and conclusions achieved to States.

Notwithstanding, it should always be kept in mind that people who represent the different States who form the Task Force have other duties and responsibilities linked to their work positions. This could result with their regular duties and routine work taking priority over Task Force tasks.

1. RESPONSIBILITIES OF THE COORDINATING STATE

Each Task Force, formed by representatives of several States, will have a State who will coordinate the Task Force and be responsible for compliance with the assigned goals.

The Task Force coordinating State will have to:

- Comply with the goals that have been assigned to the Task Force/Project in time and form
- Maintain communication with the ICAO and LACAC regional officers (Secretariat) and all States who are Task Force members
- Foresee any delay with goal compliance and immediately inform the ICAO and LACAC regional officers (Secretariat) and propose corrective actions that could remedy any foreseen delays
- Follow-up on the progress of assigned activities in order to detect any deviation related to goal accomplishment and possible compliance delays
- Propose new deadlines in case of unavoidable delays, immediately informing the ICAO and LACAC regional officers (Secretariat)
- Provide the Secretariat with management indicators showing the progress of proposed objectives

- Communicate to each Task Force member:
 - a) Draft progress reports for information and change proposals before sending them to the Secretariat
 - b) Progress reports
 - c) Objective compliance indicators
 - d) Decisions adopted during work meetings
 - e) Foreseen or real delays with each strategic activity, if applicable
 - f) Any type of information that contributes to consistent knowledge for Task Force members and compliance with strategic tasks that have been assigned to each member
- Convene face-to-face and/or virtual meetings with Task Force members, possibly through the Secretariat, using available resources
- Present progress and final reports to the Secretariat
- Reassign tasks from one State to another
- Decide on incorporation of a State as advisor for a specific theme/topic as deemed necessary and appropriate
- Inform the Secretariat about reassignment of tasks within the Task Force
- Forward the final report referred to in the assigned mandate, together with any additional information deemed appropriate

2. THEME/TOPIC ADVISORS

Each Task Force member State shall:

- Be aware of goals, implementation strategy and strategic activities to be accomplished for the development of activities assigned by the coordinating State
- Be aware of the activity under his/her responsibility, including associated deadlines
- Be aware of the management goals under its responsibility
- Intervene in the development of draft and final reports
- Intervene in the objective(s) fulfilment indicators
- Participate in face-to-face and/or virtual meetings convened by the coordinating State
- Request information from the coordinating State in order to comply with his/her mandate
- Communicate any foreseen delays to the coordinating State as soon as indicated that they might occur
- Propose actions aimed at recovering lost time and keep up with the deadlines established by the Task Force
- Request to be incorporated as a theme/topic advisor whenever appropriate
- Keep the coordinating State informed at least every two months by indicating:

- a) Activities carried out
- b) Accomplishments during the period
- c) Inconveniences encountered
- d) Foreseen delays
- e) Other relevant matters

3. STATE REASSIGNMENT WITHIN THE TASK FORCE

When a State considers that due to a situation beyond its control it can no longer comply with the assigned mandate, it can request to be relieved of its responsibility.

Whenever a State considers that it is in the position to make a significant contribution, it can request its incorporation as a member of a Task Force.

4. PROGRESS REPORTS

The coordinating State will be responsible for drafting and distributing monthly progress reports that refer to its assigned objectives.

Each progress report shall be addressed to the corresponding ICAO/LACAC Regional Office and copied to all State members that are part of the Task Force.

Progress reports should be sent within the first five working days of each month, and they should include all activities carried out during the previous month and the progress made in comparison to previous progress status foreseen in the Task Force strategic planning.

The attached model should be considered in the preparation of progress reports; this will allow for consistency of progress reports communications.

5. FINAL REPORT

Task Forces will use the following management model to report to the Secretariat and States on progress and obtained conclusions:

- It should be addressed to the Secretariat and copied to all Task Force member State representatives
- It should be sent within the terms established in its strategic planning
- To draft the final report, the model previously sent by the Secretariat will be used

ANNEX 3 TO THE APPENDIX

METHOD TO DETERMINE THE AVSEC/FAL/RG ICAO/LACAC TASK FORCE GOALS PROGRESS

The use of the combined following techniques is proposed to perform indicator(s) measurement:

1. Calculation formula (LACAC, Res. A20-11): It will be modified so the binary value is surpassed (0-1 / NO-YES) and the current process status may be measured.

Formula modification:

Original formula	Modified formula
$ID = \sum_{i=1}^{4n} Ai * Pi$ <p>Where: Ai = 1 if i-th stage is completed; 0 otherwise Pi : i-th stage weight</p>	$ID = \sum_{i=1}^{4n} Afi * Pi$ <p>Where: Afi : achievement index (bar chart result) Where f=progress Pi : i-th stage weight</p>

2.-Bar chart: allows observation of chronological progress of the different foreseen activities in each strategic objective.

3. Implementation Plan: allows observation of implementation status.

By merging 1+2+3 it is possible to achieve a new technique (technique N° 4) corresponding to a **deviation report** development, which will allow:

- Describe the Problem(s)
- Identification of circumstances where such problems are presented
- Identification of problem causes
- Identification of corrective measures undertaken to address the problem
- Formulation and proposal of corrective measures to prevent recurrence of the problem(s)
- Assessment of corrective measure results
- Development of a specific plan to eliminate causes
- Identification of remaining or new problems

Deviation weighing formula:

$Adi = (1 - Afi)$ <p>Where: Adi: Analysed activity deviation Where d=deviation Afi : achievement index (bar chart result) Where f=progress</p>
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Finally, the total activity deviation will be calculated through the following formula:

$$DEV_t = \sum_{i=1}^n Adi * Pi$$

Where:

DEVt: Total deviation

Adi: Analysed activity deviation

Where d=deviation

Pi: i-th stage weight

Agenda Item 9 Other Business

9.1 Report on the activities of the AVSEC/FAL Regional Group at the Fifteenth Meeting of Civil Aviation Authorities of the South American Region (RAAC/15)

9.1 The ICAO Secretariat made a presentation on security presented by the ICAO Secretariat at the Fifteenth meeting of Civil Aviation Authorities of the South American Region (RAAC/15), held in Asuncion, Paraguay, on 4-6 December 2017, and on the security-related conclusions adopted at that meeting.

9.1.2 The Meeting took note of the contents of WP / 15 and supported the actions suggested by the SAM office to the Meeting of Civil Aviation Authorities.

9.2 Promotion of the Protocol to amend the Convention on offenses and certain other acts committed on board aircraft done at Montreal on 4 April 2014 (Montreal Protocol 2014) – Coordinator State: IATA

9.2.1 In WP/16 IATA raised the issue of disruptive passenger incidents which had become a significant problem with the popularization of the air transport. According to the statistics collected by IATA through the Safety Trend Evaluation Analysis and Data Exchange System (STEADES), in 2016 there was an average of one (1) unruly passenger incident per 1,434 flights and 12% of these incidents evolve to serious (level 2) involving physical confrontation with other passengers or crew.

9.2.2 Unruly behaviour differs from disorderly behaviour or making threats that could affect the safety of the crew, passengers and aircraft, to more serious situations like consumption of narcotics, assault of other passengers or crew, sexual abuse or harassment. Either way, many times the perpetrators emerge unscathed due to jurisdiction technicalities and airlines bear the costs incurred as a result of the incident.

9.2.3 In order to address the issue, IATA encouraged the States to ratify the Montreal Protocol 2014 (MP14), adopted by the States at the ICAO Diplomatic Conference in April 2014, which expand jurisdiction over offenses to the State of the Operator and the State of Landing.

9.2.4 The presentation of WP/16 was followed by an intense debate in which States reflected on the passenger role as victim and aggressor and on his rights and obligations. Due to the delicate nature of the problem, the meeting agreed on the creation of a working group integrated by Antigua and Barbuda, Jamaica, Panama and IATA in which Jamaica would act as rapporteur. The working group will work in liaison with the LACAC GEPEJTA (Grupo de Expertos en Asuntos Políticos, Económicos y Jurídicos del Transporte Aéreo) and the ICAO Task Force in charge of updating ICAO Circular 288.

DECISION	
AVSEC/FAL/RG/8/7	Montreal Protocol 2014
What: That, a) Creation of a working group on disruptive passengers integrated by Antigua and Barbuda, Jamaica, Panama and IATA.	Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical
Why: The issue of disruptive passenger incidents deserves a carefully analysis before recommending unreservedly the ratification of the Montreal Protocol 2014 (MP14).	
When: Immediately	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input checked="" type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> Other:	

9.3 Beijing Convention – Coordinator State: Chile

9.3.1 Chile presented the WP/17 on the Beijing Convention and its Protocol which entered into force on 1 July 2018. The Beijing Convention modernizes and consolidates the Convention for the Suppression of Unlawful Acts against the Safety of Civil Aviation (Montreal Convention, 1971) and the Protocol for the Suppression of Unlawful Acts of Violence at Airports Serving International Civil Aviation (Supplementary Protocol, 1988) by criminalizing a number of acts constituting new threats against civil aviation (e.g. use of an aircraft in service for the purpose of causing death, serious bodily injury, or serious damage to property or the environment).

9.3.2 The Beijing Convention requires the States to strengthening their capabilities for detection, identification and interdiction of prohibited materials since the transport of biological, chemical and nuclear weapons and related material is now criminalized. Therefore, States should adequate their training for security personnel in order to properly face the new recognized threats.

9.3.3 In this regard, Annex 18, "Safe Transport of Dangerous Goods by Air" and its respective Technical Instructions (Doc 9284 AN/905), as well as relevant documentation prepared by other international bodies (e.g. International Atomic Energy Agency, World Health Organization, Organization for the Prohibition of Chemical Weapons) should be considered, and AVSEC training materials should be updated and aligned with this documentation.

9.3.4 The meeting agreed on the content of WP/17 and on the creation of a working group chaired by Chile and integrated by Argentina, Guatemala and Panama, for providing advice on the implementation of the Beijing Convention and its Protocol, drafting recommendations for new screening technologies and procedures.

9.3.5 The Meeting adopted the following decision:

DECISION	
AVSEC/FAL/RG/8/8	BEIJING CONVENTION
<p>What:</p> <p>That,</p> <p>a) a working group will be created on the implementation of the Beijing Convention, integrated by Argentina, Chile, Guatemala and Panama.</p>	<p>Expected impact:</p> <p><input type="checkbox"/> Political / Global</p> <p><input type="checkbox"/> Inter-regional</p> <p><input type="checkbox"/> Economic</p> <p><input type="checkbox"/> Environmental</p> <p><input checked="" type="checkbox"/> Operational/Technical</p>
<p>Why:</p> <p>The drafting of recommendations for screening aligned with the Beijing Convention will help the States to better implement the convention and harmonize procedures.</p>	
<p>When: Immediately</p>	<p>Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input checked="" type="checkbox"/> Completed</p>
<p>Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> Other:</p>	

9.4 Needs of facilitation experts – Coordinator State: Nicaragua

9.4.1 Under WP/18 Bolivia, Cuba, Nicaragua, Uruguay and Venezuela presented the needs of facilitation experts. The paper reflected the complexity and variety of facilitation matters and the demanding preparation required to properly address them. ICAO partially audit Facilitation Standards and Recommended Practices (SARPs) included in Annex 9, under the Universal Security Audit Programme – Continuous Monitoring Approach (USAP-CMA) audits; however, ICAO has not developed proper training material in order to prepare national experts in this field.

9.4.2 Therefore, in order to adequately develop the capacity in the States, such paper suggested ICAO to consider Facilitation for specific assistance projects and to develop training material or recognize the existing one for the training and certification of Facilitation inspectors and instructors.

9.4.3 In the next debate, the meeting commented on the different ways to go forward to obtain more visibility and assistance for Facilitation. The Secretariat explained that the material for a Facilitation Instructor Course should be developed by the responsible ICAO Section. In this case, the Facilitation Section under the Air Transport Bureau, but the course of AVSEC Instructor could be adjusted for that purpose. For training at national level, States could establish a collaboration agreement with a *Trainair Plus Centre* or even with an educational institution. LACAC, for its part, commented that *Instituto Panamericano de Aviación Civil (IPAC)* could deliver the training and LACAC could issue a certificate of competence.

9.4.4 The meeting decided to submit the working paper for the consideration of the Facilitation Panel (Montreal, 10-13 September 2018) and create a working group integrated by the States that prepared WP/18 to follow-up the initiative and explore IPAC's participation in a potential Facilitation course.

CONCLUSION	
AVSEC/FAL/RG/8/9	SUBMISSION OF A WORKING PAPER ON THE NEED OF FACILITATION EXPERTS TO THE FACILITATION PANEL
What: That, The Secretariat will submit the working paper for the consideration of the Facilitation Panel in their next meeting in Montreal, Canada, from 10 to 13 September 2018.	Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input type="checkbox"/> Operational/Technical
Why: The Facilitation Panel is the appropriate forum for the consideration of this proposal.	
When: Immediately	Status: <input type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input checked="" type="checkbox"/> Completed
Who: <input type="checkbox"/> States <input checked="" type="checkbox"/> ICAO <input type="checkbox"/> Other:	XX

CONCLUSION	
AVSEC/FAL/RG/8/10	ESTABLISHMENT OF A WORKING GROUP OF FACILITATION EXPERTS
What: That, A Working group composed by Bolivia, Cuba, Nicaragua, Uruguay and Venezuela is established to follow-up on the initiative presented in NE/18 and seek participation of the IPAC in a possible Facilitation Course.	Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical
Why: Since the proposal was presented by the States that compose this group, they are being assigned with the follow-up and actions for its promotion.	
When: XX	Status: <input type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> Other:	XX