CODEVMET-AFI Project Familiarization Workshop

Nairobi, *6 - 10 March 2023*

Objectives and Implementation Methodology of the CODEVMET-AFI Project

Presented by the Secretariat

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Introduction

- The CODEVMET AFI Project was designed in 2016 to assist States in enhancing the safety oversight capability and help State MET Service Providers to comply with safety related SARPs in MET.

- The Project has been recognized as highly relevant to Member States, as it addresses AFI Regional priorities (safety, integration of operations) and Member States' needs.

- Indeed, achievements have been made regarding the enhancement of the State's MET Safety Oversight System, but many challenges are yet to be addressed among which :

  a) Lack of harmonized regulations on safety oversight of Met services

  b) States not fully complying with MET safety related SARPs, specifically the requirement regarding the implementation of quality system in aeronautical meteorological field.

- The revised CODVMET AFI Project aims to address the above-mentioned issues

Project References

- **Project Title:** Cooperative Development of Aeronautical Meteorology Services in AFI Region (CODEVMET AFI)
- **Beneficiary States /Organizations;** Africa and Indian-Ocean (AFI) States /Organizations
- **Project Implementation Period:** January 2022 /July 2024
- **Source of funding :** Project Member States /Organizations, ICAO Voluntary Funds
- **Strategic Objectives :** A - Safety; B -Air Navigation Capacity and Efficiency

Revised CODEVMET-AFI Project

Project Management Service Agreement (MSA) & Project Document (ProDoc)

Management Service Agreement (MSA)

- **Legal framework** for the administration of the CODEVMET-AFI Project.
- Contains a clause through which the members of **the CODEVMET-AFI Steering Committee delegate power to its Chairperson** to sign Annexes to the MSA/project documents and related revisions on their behalf
- Contains a clause which indicates that States/Organizations become Members of the CODEVMET-AFI steering committee **upon signature of the MSA.**
- The MSA **does not include any financial or operational commitment** for the Members**, it only defines a legal framework**

Project Document (ProDoc)

- **An Annex** to the MSA (the "project document"), which include the objectives, scope, timelines, budget and risks of the Projects and the outcomes
- It includes the **rules and procedures of the Steering Committee**.
- As it requires the MSA to be signed, **the ProDoc will be submitted to the Chairperson of the Steering Committee after the signature of the MSA.**

Objectives of the project & Expected achievements

- **Objective of the project**
  - Assist States having joined the project in improving their oversight functions in MET Service Providers in the Member States.
  - Assist States' MET Services Providers that have not yet implemented quality management system in MET field to do so and to fully comply with MET Safety related SARPs provided in Annex 3.
- **Expected outcomes at the end of the project**
  - States safety oversight capabilities in MET is enhanced;
  - Member States MET Service Providers comply with MET related standards and have established /certified the quality management system in MET as required in the Annex 3 to ICAO Convention.

Project Implementation Phases/Steps

Phase 1/5

Step 1

- Project resumption activities
- (Jul-2021)

Step 2

- Selection of resources experts
- (Q1.-2022)

Step3

- Briefing and training on the project objectives and implementation methodology
- (Q1/Q2 - 2022)

Output 1.1: Project resources experts teams established and trained on the project implementation methodology

Phase 2/5

Step 4

- Development of project implementation package
- (Q2. – 2022)

Step 5

- Validation workshop of project implementation package
- (July. –2022)

Output 2.1 : QMS implementation package developed and validated

Output 2.2 : MET Safety Oversight Package developed and validated

Phase 3/5

Step 6

- Familiarisation workshops (En/fr)
- (Aug/Sep - 2022)

Step 7

- Submission of States Action Plans to ICAO
- (Oct/Nov - 2022)

Output 3.1 : Number of States with Action Plan developed and validated

Phase 4/5

Step 8

- Monitoring of the implementation of action plans
- (Q4 2022 – Q1 2023)

Step 9

- Assistance for MET oversight and QMS implementation
- (Q4 2022 – Q1 2023)

Output 4.1 : Number of States with a quality management system in place

Output 4.2 : Number of States assisted in the implementation of MET safety oversight

Project Implementation Phases/Steps

Phase 5/5

Step 10

- Certification of States MET Services Providers QMS and Surveillance
- (Q3. 2023 – Q1. 2024

Step 11

- Project wrap up and review activities
- (Q1. 2024)

Output 5.1 : Number of States assisted in the establishment of the QMS for MET /with QMS ready for certification in according with ISO 9001:2015

Output 4.2 : Number of States assisted in implementing appropriate MET safety oversight

Format of the Activities

Online Work

Onsite Work

Project Team Composition & Beneficiary States /Organizations

Project Team Composition	Beneficiary States	Beneficiary Organizations
• States FPs • States Resource Experts • Organizations Resource Experts • ESAF and WACAF Offices MET Regional Officers	• Member States having signed the Project MSA • Active Member States	• Member Organizations having signed the MSA • Active Member Organizations

Project Teams

CODEVMET Focal Points

State Nominees to coordinate the implementation of the project at State/Organization level

CODEVMET Resource Experts

States experts selected on the basis of proven experience and expertise covering the project scope and objectives

ICAO Regional Offices supporting

Project supporting experts/bodies

State /Organization NCPI

- Coordinate at the State level, the implementation of APIRG priorities, including the APIRG Conclusions and Decisions.
- Collect data and all relevant information on State's implementation and maintain up to date and implementation file at the State level.
- Provide monthly report on the implementation of State to the Secretariat

States /Organization FPs in MET

- Coordinate the implementation of APIRG related activities in MET.
- Collect data and all relevant information on State's implementation regarding MET, and maintain up to date an implementation file at the State level
- Provide monthly report on the implementation of State to the corresponding MET Regional Officer.

Mission, Tasks and Responsibilities of Project Experts

- **Mission of the Resource Experts**
  - To assist States in the implementation of the project activities. Mission building on voluntary commitment. Resource experts are fully committed to put their expertise in supporting States.
- **Key Tasks and Responsibilities of Resource Experts**
  - The key tasks and responsibilities of resource experts are detailed in the Attachment to the State Letter referenced TC 1/3.12 – 0006 dated 12 January 2022 providing criteria for the selection of resource experts.
- **The assigned tasks will be achieved in accordance with the project work plan.**

Monitoring and reporting (1/2)

- **Project Monitoring**
  - The overall project implementation will be monitored by the Steering Committee.
  - On a day-to-day basis, ICAO monitors the work of the assigned project experts.
  - ICAO evaluates the implementation status of the CODEVMET project and reports to the Steering Committee.
- **Mission Reports of the Project Experts**
  - The Project experts will prepare mission reports at the conclusion of each of their missions to the Member States.
  - All such reports shall be forwarded to WACAF Office.

Monitoring and reporting (2/2)

- **Project Progress Reports**
  - Progress reports to be sent to the SC by ICAO to keep it informed of project activities.
- **Project Terminal Report.**
  - Terminal Report to be prepared by ICAO, based on the activities implemented and based on the experts' mission reports.
  - Terminal Report should be presented to the last scheduled Steering Committee Meeting for consideration.

ICAO

THANK YOU