

AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP (APIRG)



INFRASTRUCTURE & INFORMATION (IIM) SUBGROUP

AIM PROJECT 2:

*Implementation of Aeronautical
Information Exchange Systems (AIXM)*

PROJECT ORGANIZATION

Version 1.0

Document information

APIRG Sub Group	Infrastructure & Information Management APIRG Sub-Group
Project Title	Implementation of Aeronautical Information Exchange Systems (AIXM)
Project Number	IIM SG AIM Project 2
Project Coordinator	Benin
Deliverable Name	AIM Project 2 Organization
Task contributors	South Africa, Benin, Gambia, ASECNA

Abstract

This document describes the organization of the IIM (Infrastructure & Information Management) AIM Project 2 “Implementation of Aeronautical Information Exchange Systems (AIXM)”.

It provides the project framework, the project planning, the meeting program and the project deliverables.

REVISION INDEX SHEET

Version	Revision	Date	Reason for Change	Pages Affected
0	1	30/11/2018		All

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1. EXECUTIVE SUMMARY

This document outlines a project plan to assist the States with the implementation of Aeronautical Information Exchange Systems (AIXM) within AFI region.

The document will provide the organization of the project team, the project planning with milestones, the meeting program and the project deliverables.

2. INTRODUCTION

2.1 Purpose of the document

The purpose of the document is to describe the organization of the project team, the project planning with milestones, the meeting program and the project deliverables by the IIM Sub-Group AIM Project 2 team to successfully achieve the implementation of AIXM within AFI region.

2.2 Structure of the document

The structure of the document is as follows:

2.2.1 Section 1: Executive summary - the aim of the project and outputs.

2.2.2 Section 2: Introduction - introduces the project organization document and its purpose.

2.2.3 Section 3: Project Overview - outlines the project scope and strategy.

2.2.4 Section 4: Project Framework - provides the project communication preference.

2.2.5 Section 5: Project deliverables - provides the list of all project deliverables.

2.2.6 Section 6: Project Planning – outline project plan with milestones.

2.2.7 Section 7: Project Meeting Program – indicated the planned project meeting program for the duration of the project.

2.2.8 Section 8: References

2.3 Intended readership

The intended audience for this document are:

2.3.1 The Chairperson and the Vice-Chairperson of the IIM Sub-group;

2.3.2 The Secretariat of IIM Sub group;

2.3.3 The other IIM Sub-group projects

2.3.4 The AAO projects;

2.3.5 Air Navigation Service Providers (ANSP) over the AFI Region;

2.3.6 Airport owners/providers;

2.3.7 Airspace users.

2.4 Acronyms and Terminology

Term	Definition
AFI	Africa and Far East Indian Ocean
APIRG	AFI Planning and Implementation Regional Group
APCC	APIRG Projects Coordination Committee
ATM	Air Traffic Management
ICAO	International Civil Aviation Organization
IIM	Infrastructure & Information Management
PANS	Procedure for Air Navigation Service
AIM	Aeronautical Information Management
AICM	Aeronautical Information Conceptual Model
AIXM	Aeronautical Information Exchange Model

3 PROJECT OVERVIEW

The IMSG AIM Project 2 outlines guidance materials to ensure harmonized implementation of AIXM within AFI region.

3.1 Identification

Project Name:	IIM SG AIM Project 2: Implementation of Aeronautical Information Exchange Systems (AIXM).		
Discipline:	AIM, APIRG		
Sub-Group Type:	New	Location:	AFI

3.2 Project Objectives

The objectives of the project as indicated in the Project Description:

3.2.1 Provide a summary of the AIXM specifications

3.2.2 Develop guidance material to ensure a harmonized implementation of AIXM within AFI region

3.2.3 Develop AIXM implementation plan for State

3.3 Scope of project

The outputs of the project will cover the following:

3.3.1 Understanding of the AIXM specifications

3.3.2 Implementation of AIXM database

3.3.3 Implementation of eAIP processing system

3.3.4 Exchanging of AIXM data between data providers within AFI region

3.3.5 Exchanging of AIXM data between AFI region and other ICAO regions

3.4 Project strategy

3.4.1 All tasks will be carried out by AIM experts nominated by AFI States participating in the project, led by the Project-Team Coordinator and under the supervision of the Project Facilitators (ROs/AIM, Dakar and Nairobi) through the IIM SG working methodology.

3.4.2 Upon completion of the tasks, the results will be sent to the IIM SG Chairperson/Vice-chairperson and Secretariat as a final document for submission to, and if necessary approval by the APIRG Projects Coordination Committee (APCC). For collaborative decision-making, meetings will be held with the areas involved.

4 PROJECT FRAMEWORK

4.1 Communication means

4.1.1 The communication medium that will be used between the project team members during the project progress meetings (and working meetings) is listed below:

- a. Electronic correspondence (e-mail),
- b. Microsoft Teams meetings,
- c. WhatsApp,

4.1.2 The project coordinator may use the similar communication media for the coordination with the chairperson/vice-chairperson and the secretariat of IIM Sub group.

4.2 Project team

The following project team members have been identified to form part of the team that will perform the activities for the AIM Project 2:

STATE	NAME Email Cell	ROLE and RESPONSIBILITY
BENIN	Alioune DIOP jordioun@gmail.com +229 66 26 39 10	Project Team Coordinator
ASECNA	Fanf� BAMBAN bambafan@asecna.org / bfanfe@gmail.com +221 77 319 92 86	Project Team Coordinator
SOUTH AFRICA	Raoul Bester RaoulB@atns.co.za +27 82 839 1619	Project Team Member
	Achmed Wadee AchmedW@atns.co.za +27 82 569 9818	Project Team Member
GHANA	Daniel MENSAH mdaniel@gcaa.com.gh +233 24 463 5453	Project Team Member
GAMBIA	James COLE jcole@gcaa.aero +220 335 9921	Project Team Member
MALI	Ousmane UINDO ousquindo@yahoo.fr Cell:	Project Team Member

STATE	NAME Email Cell	ROLE and RESPONSIBILITY
ANGOLA	Ambrosio PAKA ambrosiopaka@yahoo.com.br :	Project Team Member
	Manuel LOPES mlopes@enana-ao.com :	Project Team Member
TANZANIA	NAIMU K. BENTA nbenta@tcaa.go.tz :	Project Team Member
KENYA	Joseph K. MAINA jkmaina@kcaa.or.ke :	Project Team Member
UGANDA	Tibenderana mtibenderana@caa.co.ug :	Project Team Member
MOZAMBIQUE	CELIA BALATE Celia.balate@iacom.gov.mz :	Project Team Member
NIGERIA	Felix ANYANWU fellymariae@yahoo.com :	Project Team Member
	S. B. SHITTU : :	Project Team Member
SENEGAL	Abdoulaye NDIAYE Ndiayeb1@yahoo.fr :	Project Team Member

Table 1: Project team members

4.3 Language of work

4.3.1 All project communication shall be in English.

4.3.2 The project deliverables and the documentation shall be in English.

4.3.3 The teleconferences or videoconferences meeting shall be conducted in English.

4.4 Budget

N/A

5. PROJECT DELIVERABLES

The IIM Sub-Group AIM Project 2 deliverables are listed in Table 1 below:

Project Deliverables	Planned Delivery Date	Revised Delivery	Objectives
Project Progress Report	After each meeting		To enable the Chair/Vice Chair and the Secretariat to monitor the progress of the project team
Project Organisation / Plan	31 March 2019		To outline the tasks for the project organization and coordination
Project Description	31 March 2019		To provide a description of the project
Project Terms of reference	31 March 2019		To outline the functioning rules of the project
AIXM implementation questionnaire	31 March 2019		To monitor the status of AIXM implementation by States
Project Linkage	30 April 2019		To outline the linkage of the project with other projects of the IIM-SG and AAO
Summary of AIXM specifications	31 May 2019		To enable AIM staffs to easily understand the specification
Status of AIXM implementation	30 June 2019		To monitor the status of AIXM implementation by States
Guidance material for a harmonized implementation of AIXM	31 August 2019		To enable States to implement AIXM databases in a harmonized way, and exchange AIXM data in the framework of AFI-CAD
AIXM implementation plan for States	26 September 2019		To provide States with a detailed plan for the implementation of AIXM database automated eAIP processing system

Table 2: List of Project deliverables

6 PROJECT PLANNING

The following figure provide the project planning and the milestones:

No.	Milestone	Start date	End date	Dependency	Responsible State
1	Project Initiation/Kick-off	30 October 2018	30 October 2018	Team members availability	Project Team Members
2	Finalise Project Description	30 October 2018	31 March 2019	Project Team Inputs	South Africa
3	Finalise Questionnaire	30 October 2018	31 March 2019	Project Team Inputs	South Africa
4	Develop Project Terms of Reference	30 October 2018	31 March 2019	Project Team Inputs	Ghana / Gambia
5	Develop Project organisation	30 October 2018	31 March 2019	Project Team Inputs	ASECNA
6	Finalise Link between projects	14 March 2019	30 April 2019	Project Team Inputs	Project Team Members
7	Analyse AIXM specifications and develop a summary	14 March 2019	31 May 2019	Eurocontrol Specification	Project Team Members
8	Status of AIXM implementation	09 May 2019	30 June 2019	ICAO questionnaire sent to States States participation	All AFI States
9	Guidance material	09 May 2019	31 August 2019	Project Team Inputs	Project Team Members
10	AIXM implementation plan	01 August 2019	26 September 2019	Project Team Inputs	Project Team Members

Table 3: IIM Sub-group AIM Project 2 Planning

7 PROJECT MEETING PROGRAM

The IIM Sub-Group AIM Project 2 project meeting program:

ITEM	OBJECTIVE	DATE	MEDIA	OUTPUT
Kick-off meeting	To initiate project Project documentation	30 October 2018	WhatsApp	Meeting report
Project progress meeting	To track project progress and deliverables as per last meeting	14 March 2019	MS Teams	<ul style="list-style-type: none"> ✓ Meeting report, ✓ Project Organisation, ✓ Project TOR, ✓ Project Description, ✓ AIXM questionnaire
Project progress meeting	To track project progress and deliverables as per last meeting	11 April 2019	MS Teams	<ul style="list-style-type: none"> ✓ Meeting report, ✓ Project Linkage ✓ Project Status report
Project progress meeting	To track project progress and deliverables as per last meeting	09 May 2019	MS Teams	<ul style="list-style-type: none"> ✓ Meeting report, ✓ Summary of AIXM specifications ✓ Project Status report
Project progress meeting	To track project progress and deliverables as per last meeting To monitor the status of AIXM implementation by State	06 June 2019	MS Teams	<ul style="list-style-type: none"> ✓ Meeting report, ✓ Project Status report ✓ Status of AIXM implementation
Project progress meeting	To track project progress and deliverables as per last meeting.	04 July 2019	MS Teams	<ul style="list-style-type: none"> ✓ Meeting report, ✓ Project Status report
Project progress meeting	To track project progress and deliverables as per last meeting	01 August 2019	MS Teams	<ul style="list-style-type: none"> ✓ Meeting report, ✓ Guidance material ✓ Project Status report
Project progress meeting	To track project progress and deliverables as per last meeting	29 August 2019	MS Teams	<ul style="list-style-type: none"> ✓ Meeting report, ✓ AIXM implementation plan ✓ Project Status report
Project Close-out meeting	Project Close-out	26 September 2019	MS Teams	<ul style="list-style-type: none"> ✓ Meeting report, ✓ Project Status report

8 REFERENCES

This section lists the project references:

8.1 Applicable Documents

This project organization document complies with the requirements set out in the following documents:

[1] APIRG Procedural Handbook 5th Edition – 2017

8.2 Reference Documents

[1] IIM ICAO letter reference ES AN 13 / 0-584 dated 14 August 2017

-END OF DOCUMENT-