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**Fourth Meeting of the Steering Committee (SC/4) of the Cooperative Development of
Aeronautical Meteorology Services Project in the Africa- Indian Ocean Region**

27 - 29 November 2023

Agenda Item 3: Review of the Decisions taken by the SC/3 Meeting

SC4 wp3.1 Implementation status of Decisions taken by the SC/3

(Presented by the Secretariat).

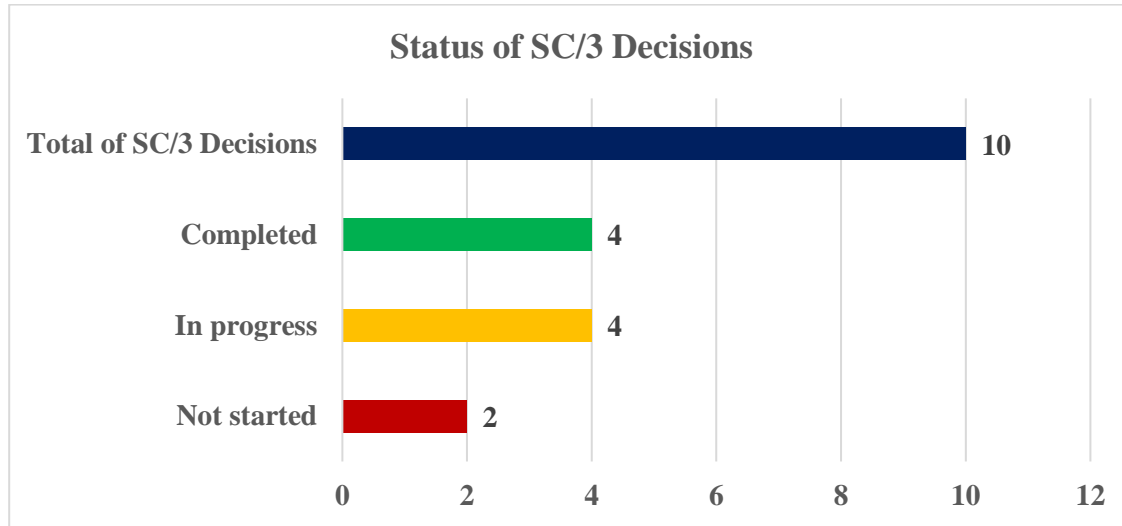
| SUMMARY | |
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| <p>This paper presents the status of the implementation of the decisions taken by the Third Meeting of the Steering Committee of CODEVMET-AFI Project, held in Yaoundé, Cameroon, from 28 to 30 November 2022.</p> <p>Action by the Meeting is provided in paragraph 3</p> | |
| <p>REFERENCES</p> <ul style="list-style-type: none"> ▪ Project Management Service Agreement (MSA) ▪ RAF16802 revised B ProDoc. ▪ CODEVMET-AFI SC/3 Report | |
| <i>Strategic Objectives</i> | <i>A – Safety, B – Air Navigation Capacity and Efficiency</i> |

1 INTRODUCTION

- 1.1. The Third Meeting of the Steering Committee (SC/3) of the Cooperative Development of Aeronautical Meteorology Services Project in the AFI Region (CODEVMET-AFI) was held in-person in Yaoundé, Cameroon, from 28 to 30 November 2023.
- 1.2. The meeting discussed and adopted eight (8) agenda items and deliberated on ten (10) decisions. This working paper presents the status of the implementation these decisions.

2 DISCUSSIONS

2.1. The status of implementation of the decisions taken by the SC/3 meeting is visualised in the figure 1 below.



2.2. The four decisions in progress include:

- 2.2.1. *Decision 3/2 - Promotion of the CODEVMET Project* calling for States and Secretariat to take measures to promote the Project and foster the participation in the Project may need to be considered, because to date, only 45% of WACAF States and 8% of ESAF States have signed the Project MSA.
- 2.2.2. *Decision 3/4 - Start date of payment of annual contribution by project members* : Two States and one ANSP paid their annual contributions from the date of signing of the revised Management Service Contract, but the Decision will continue to apply to States/Organization that would come to sign the MSA.
- 2.2.3. *Decision 3/7 – Services on request*: The “Services on request” is currently provided to Gambia and might be continued to be provided to States on the basis need.
- 2.2.4. *Decision 3/9 – Project funding*: States/Organizations may need to be encouraged to clear their annual contributions.
- 2.2.5. The details on the implementation of the Decisions of the SC/3 Meeting of the CODEVMET-AFI Project is provided in Appendix 1 to this working paper.

3 ACTION BY THE MEETING

2.1. The meeting is invited to:

- a) Take note of the information presented in this working paper; and
- b) Encourage stakeholders to undertake appropriate actions to implementation the pending decisions.

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Table 1 - Appendix 1 : Implementation Status of CS/4 Decisions

| <i>Decision reference</i> | <i>Decision Title</i> | <i>Text</i> | <i>Responsibility</i> | <i>Status</i> | <i>Ref. of evidence - Dates of completion</i> |
|-----------------------------------|--|---|--|---------------|--|
| <i>Codevmet SC/3 Decision 3/1</i> | <i>Election of the Vice-Chairperson</i> | <i>That, Considering the election criteria provided in the ToRs of the Steering Committee and noting that no applications were registered, the election of the Vice-Chairperson is postponed to the next Steering Committee meeting.</i> | <i>The SC/3</i> | | <i>SC/4 provisional agenda</i> |
| <i>Codevmet SC/3 Decision 3/2</i> | <i>Promotion of the CODEVMET Project</i> | <i>That, To promote the CODEVMET-AFI project and foster the participation of States/Organizations, a) The Secretariat to increase States' awareness through appropriate communication; b) States that are not yet done so are urged to join the project and sign the MSA; and c) States that have not yet done so are urged to clear their annual contributions arrears</i> | <i>a) The Secretariat b) and c) States</i> | | <p><i>Status of a) :</i></p> <ul style="list-style-type: none"> <i>As requested by the SC/3 meeting, the Secretariat disseminated the report of SC/3 meeting and the project progress reports to all ESAF and WACAF States</i> <i>The Secretariat Sierra presented the achievements of the Project to the APIRG/26 Meeting and called States to support the project activities.</i> <p><i>Status of b) :</i></p> <ul style="list-style-type: none"> <i>One State (Sierra Leone) has signed the project MSA.</i> <i>Two States (Guinea and Liberia) are considering the signing of the MSA.</i> <p><i>Status of c):</i></p> <ul style="list-style-type: none"> <i>Two States (Senegal, Togo) and one ANSP (ASECNA) have cleared their annual contributions</i> |

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| <i>Codevmet SC/3 Decision 3/3</i> | <i>Report on the implementation of project activities to States</i> | <i>To keep States up to date on the implementation of the project activities, the Secretariat to ensure that periodic (bi-annual) progress reports are submitted to all AFI States, including non-member States.</i> | <i>The Secretariat</i> | | <i>Progress reports of project achievements are sent to all ESAF and WACAF States</i> <i>Half-yearly report under preparation for dissemination to ESAF and WACAF States</i> |
| <i>Codevmet SC/3 Decision 3/4</i> | <i>Start date of payment of annual contribution by project members</i> | <i>a) The arrears from the project's previous phase are no longer applicable; and b) States will owe their annual contributions from the date of signature of the revised Management Service Agreement for phase 2 of the project.</i> | <i>a) The SC/3 b) States</i> | | <i>a) SC/3 Report b) Two States (Senegal, Togo) and one ANSP (ASECNA) have done so</i> |
| <i>Codevmet SC/3 Decision 3/5</i> | <i>Charging of non-Member States /Organizations</i> | <i>That, The use of the project services (assistance, workshops, ...) by non-member States and Organizations is subject to the advance payment of the related costs, to be determined by the Secretariat.</i> | <i>States/Organizations</i> | | <i>No State request received so far by the Project</i> |
| <i>Codevmet SC/3 Decision 3/6</i> | <i>Project Work programme for 2023</i> | <i>That, The CODEVMET-AFI Project work programme for 2023 is approved as per Appendix 5 to this report</i> | <i>The SC/3</i> | | <i>The approved 2023 Project Work programme</i> |
| <i>Codevmet SC/3 Decision 3/7</i> | <i>"Services on request"</i> | <i>The "Services on request" will be provided to States or group of States, subject to the advance payment of the related costs, to be determined by the Secretariat</i> | <i>States and Secretariat</i> | | <ul style="list-style-type: none"> <i>• Gambia has requested the training of MET Assessors</i> <i>• Training plan developed and validated by States</i> <i>• Training materials developed by qualified MET Assessors Trainer</i> <i>• Training to be provided in December 2023 in Banjul.</i> <i>• Gambia will support the cost of the</i> |

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| | | | | | training (airfares and perdiems of the trainer). |
| <i>Codevmet SC/3 Decision 3/8</i> | <i>Project Budget</i> | <i>That the revised CODEVMET-AFI Budget as attached at Appendix 6 is approved.</i> | <i>The SC/3</i> | | <i>The approved 2023 Project Budget</i> |
| <i>Codevmet SC/3 Decision 3/9</i> | <i>Project funding</i> | <i>That, To ensure the implementation of the project activities, a) The CODEVMET-AFI Member States/Organizations are urged to regularly deposit their contributions not to hinder the project activities; b) The Secretariat to seek for other sources of funding to support the project.</i> | <i>a) States/Organizations b) The Secretariat</i> | | <i>a) Some States/organizations started paying their annual contributions b) The proposed CODEVMET training catalogue offers short training courses related to MET which may be subject to payment.</i> |
| <i>Codevmet SC/3 Decision 3/10</i> | <i>Venue of the next Steering Committee Meeting</i> | <i>That, The Secretariat, in coordination with the Chairperson, determine the venue of the next meeting by 28 February 2023.</i> | <i>The Secretariat</i> | | <i>Sierra Leone has agreed to host the SC/4 Meeting</i> |