International Civil Aviation Organization

AFI Office

AFI Air Navigation Deficiency Database
AANDD

Agenda

1. AANDD Development & Milestones

2. AANDD Access

3. AANDD Flow Chart

4. AANDD Online

AANDD Development

AANDD was developed to assist in the enhancement process of identification, assessment, reporting and elimination of deficiencies in AFI Region.

AANDD provides an online secure management system to effectively manage deficiencies in the AFI Region in the various technical areas.

AANDD Development

In addressing and identifying deficiencies the following definition was used:

A deficiency is a situation where a facility, service or procedure does not comply with a regional air navigation plan approved by the Council, or with related ICAO Standards and Recommended Practices (SARPs), and which situation has a negative impact on the safety, regularity and/or efficiency of international civil aviation.

(adopted by ICAO Council 30 Nov. 01)

AANDD- Access

AANDD will be accessed via ESAF and WACAF Office websites.

A detailed User help manual is available on ESAF and WACAF Office websites, as well.

AANDD- Client Requirements

Computer	**A computer (Notebook or PC) with workable configuration**
Operating System	**Windows 7, 10 and MAC OS.**
Internet	**A stable high speed internet connection.**
Browser	**A web browser, recommended IE 10 or higher and also works with Google Chrome.**
Peripherals	**AANDD can be accessed on any Smart phone phone or Tablet with the ability to browse the internet.**

Who can Use AANDD

States shall designate One Focal Point to access AANDD.

An official request shall be sent to ICAO ESAF and WACAF Regional Office to acquire AANDD access information (user name and password).

The request shall include the name of the Focal Point, his/her title/position in the State CAA, contact information: e-mail address and telephone number.

AANDD Users

Users Types

Area   States   Org.   User   Admin

AANDD Users

Area

States

Org.

Area	States	Org.
Add Deficiency	Add Deficiency	Add Deficiency
Update Deficiency	Update Deficiency	Update Deficiency
Delete Deficiency	Delete Deficiency	Delete Deficiency
Approve Deficiency	Search Deficiency	Search Deficiency
Search Deficiency		

AANDD Users

User

Admin

Search Deficiency

Manage Database

Manage User profiles

Assign Access Control

AANDD Flow Chart

AANDD Cycle

States & Org. Login AANDD Search, add, update deficiency

Updated AANDD reflected online & reporting system

International Civil Aviation Organization
Eastern and Southern African (ESAF) Office
AANDD
Welcome to AOP   Log out

Add New Deficiency   Delete Deficiency   Update Deficiency   Approve Deficiency   Search Deficiency

Requests are sent to ESAF/WACAF Office online / by email.

AANDD Database updated on Server

ESAF/WACAF ROs update, add, approve deficiencies

AANDD- Access

AANDD site is restricted. Access to the site is controlled through a "*user name*" and a "*password*," which will be requested of the Focal Point when accessing the site.

The interface of AANDD varies depending on the user access credentials/ rights.

AANDD- Secure Login

International Civil Aviation Organization

Central, Eastern, Southern and Western African

(ESAF/ WACAF) Office

AANDD

User Name _____ Please Enter Username

Password _____ Please Enter Password

LOGIN

AANDD

AANDD- Secure Login

You get to the site directly through ESAF and WACAF offices websites and then select AANDD or use the URL; https://aandd.icao.int/

Using your assigned username and password, 'log in' on the main AANDD page. By pressing on Login Button.

AANDD- Secure Login

You get to the site directly through **ESAF** and **WACAF** offices websites and then select **AANDD**.

Using your assigned username and password, 'log in' on the main **AANDD** page. By pressing on Login Button.

International Civil Aviation Organization
Central, Eastern, Southern and Western African
(ESAF/ WACAF) Office

AANDD

User Name: admin

Password: ••••••••

LOGIN

AANDD - All Rights Reserved ICAO AFI Region

AANDD

AANDD- Secure Login

As soon as the Login is pressed the system will notify the user about remember password option. For security reasons and for information confidentiality please do not use this option if you are working on a public computer or on a computer that is accessed by any other person than yourself.

Pressing "yes" will make sure that you do not have to enter your login information every time you access the site.

AANDD- Main Menu

This is the main interface of AANDD. The main web page of the system which will help users access any option they need to perform.

AANDD- Main Menu

- On the top part of the screen a welcome message with the username will appear.

- Next to the welcome message is the Logout push button. Kindly use this button at the end of the session to make sure you terminated your session properly.

- AANDD Users: States and Organizations have four main options.

AANDD- Add Deficiency

- The Add Deficiency Option provides the user with the facility to report a new deficiency in the appropriate Area. A new deficiency added to AANDD will always have an "N" status for New.

- After the Add Deficiency button is clicked. The Following ICAO AFI Deficiencies reporting form will appear for the user to fill in the data according to ICAO deficiencies reporting rules and regulations.

AANDD- Add Deficiency

ICAO AFI DEFICIENCIES REPORTING FORM

Select Area [AIM ▾]

Identification

Requirement

Facility / Services

Deficiencies

Description

Date First Reported

Rational for Non-Elimination   ☐ F   ☐ H   ☐ S   ☐ O

Remarks for Non-Elimination

Corrective Action

Description

Executing Body

Date of Complettion

Priority for Action   ⦿ A   ○ B   ○ U

Submit   Cancel

AANDD- Add Deficiency

AANDD User has to enter all the fields in the reporting form for the system to accept it. Any entry box left empty will not be accepted by the system. Kindly just enter "-" and do not leave the filed blank if you do not have information available for the entry box.
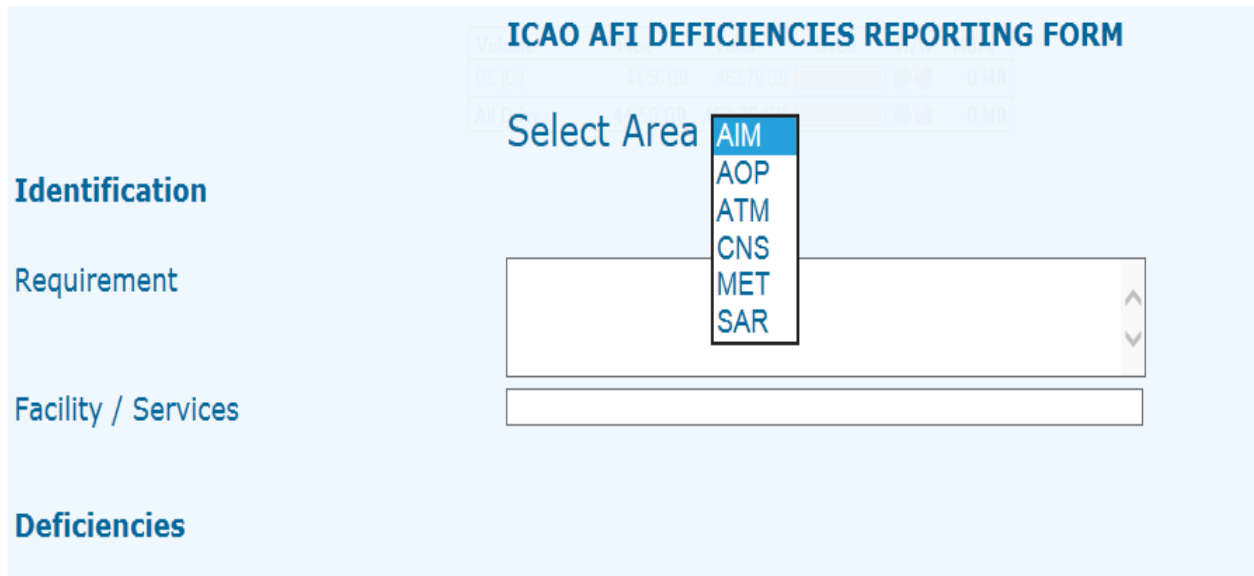
AANDD- Add Deficiency

The system will assist user in filling information by providing list boxes, date fields, check boxes and radio buttons.

The system will notify the user as well in the event of any error by displaying the appropriate error message.

AANDD- Add Deficiency

The first important information requested by the system is the Field to report in which technical area this deficiency will address. Users have to select one of the five options: **AIM, AOP, ATM, CNS, MET and SAR.**

AANDD- Add Deficiency

The system will assist the user to enter the Date first reported and Date of Completion by providing an easy to use date Calendar. User will choose the Day, Month, and Year the deficiency was reported and when it is estimated to be completed.

AANDD- Add Deficiency

Priority for Action   ⦿A ○B ○U

"A" priority = Top priority requirements necessary for air navigation safety.

Top priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation safety.

"B" priority = Intermediate requirements necessary for air navigation regularity and efficiency.

Intermediate priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation regularity and efficiency.

"U" priority = Urgent requirements having a direct impact on safety and requiring immediate corrective actions.

Urgent requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is urgently required for air navigation safety.

AANDD- Add Deficiency

After reviewing all the information provided in the reporting form, the user will have to press the submit button at the end of the entry data.

AANDD- Add Deficiency

- This will send an email to the officer in charge of the selected field to notify him/her that a new deficiency has been reported and needs approval.

- For example if the user reported a new deficiency in the **AOP** field. An email will be sent to **ESAF** or **WACAF** office **AOP Officer** to notify that a new **Deficiency** has been reported by State **"XXX"** in the **AOP Field**.

- As soon as the **Officer in Charge** accepts the **Deficiency** it will appear in the **AANDD Database** and will be available for users in the delete, update, search and print options.

AANDD- Delete Deficiency

- The Delete Deficiency option provides the user with the facility to delete a deficiency that has been corrected, rectified or resolved.

- After the Delete Deficiency button is clicked. All the deficiencies pertaining to the user will appear in a list format.

- Only Deficiencies with "N"- New or "C"- Current Status will be displayed. "D"- Deleted Status Deficiencies will not appear in this list.

- The user can select the deficiency to be deleted by pressing the appropriate deficiency in the item No. section. For example to delete the deficiency number 1. AIM click on the delete ☒ and the Delete Form icon for deficiency number 1 for AIM Angola will appear to the user.

AANDD- Snapshot Delete

International Civil Aviation Organization

Central, Eastern, Southern and Western African

(ESAF/ WACAF) Office
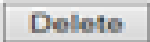
AANDD

Add Deficiency   **Delete Deficiency**   **Update Deficiency**

Select State [All ▾]   Status [All ▾]

Item No	Identification			Deficiencies				Faci
	Requirement	Facilities/ Services	Description	Date first reported	Remarks/ Rationale for non-elimination		
1 ✖Angola	[Doc 8126, Para 3.2.2 & 3.3]	-	Lack of effective AIS system	31-03-2012	Processes and procedures relating to AIS will not be reliable and standardised	O	Full
2 ✖Angola	[Annex 15 Para 3.7.1]	-	Non implementation of WGS-84	31-03-2012	Unable to implement basic PBN requirements	O	WGS
3 ✖Angola	[Annex 15, Para 3.2]	-	Lack of adequate training of AIS personnel	31-03-2012	Inadequate human resources to sustain the provision of AIS	O	-
4 ✖Angola	[Annex 15, Para 8.1]	-	Lack of AIS Aerodrome Units at International Airports	31-03-2012	Cannot guarantee provisions of AIS	O	AIS
5 ✖Angola	[Annex 15, Para 3.6.5]	-	Lack of AIS automation	31-03-2012	Increases the chance of human errors during processing of aeronautical information and reduces efficiency of AIS	O	Auto
6 ✖Angola	[Annex 15, Para 3.2]	-	Non implementation of AIS Quality Management System (QMS)	31-03-2012	Cannot guarantee quality and accuracy of aeronautical data being published in the AIP	O	Need conf
7 ✖Angola	[Annex 4]	-	Non use of standard units of measurement	31-03-2012	Can impact on safety of air navigation	O	Full
8 ✖Angola	Annex 4, [Para 3.2, 7.2, 13.2 & 16.2] [Annex 15, Para 4.2.3]		Non production of aeronautical charts appropriate to the State	31-03-2012	Lack of critical information essential for safety of air navigation	O	Aero
9 ✖Angola	[Annex 15, Para 5]	-	Lack of timely issuance of notams	31-03-2012	Non- availability of critical aeronautical information via notams	O	Full

AANDD

AANDD- Delete Deficiency

- The user will review the information in the list and make sure this is the deficiency that has been corrected, rectified or resolved. The user will then press the delete [Delete] button to delete the deficiency.

- On the Delete deficiency form, it is important to note the Rational for Non-Elimination Options - ☐ F ☐ H ☐ S ☑ O where;

- "F" = Financial Rational

- "H" = Human Resources Rational

- "S" = State (Military/political) Rational

- "O" = Other unknown causes Rational

- After selecting the elimination option you then proceed to input the Remarks for Non – Elimination.

Remarks for Non-Elimination | Inadequate human resources to sustain the provision of AIS

AANDD- Delete Deficiency

ICAO AFI DEFICIENCIES REPORTING FORM

Area	AIM
Identification	
Status	C
Requirement	[Annex 15, Para 3.2]
Facility / Services	_
Deficiencies	
Description	Lack of adequate training of AIS personnel
Date First Reported	31-03-2012
Rational for Non-Elimination*	☐F ☐H ☐S ☑O
Remarks for Non-Elimination	Inadequate human resources to sustain the provision of AIS
Correction Action	
Description	_
Executing Body	Kenya
Date of Complettion	31-12-2017
Priority for Action**	⦿A ○B ○U

Delete

AANDD- Delete Deficiency

The system will notify the user that the delete action will be performed.

AANDD- Delete Deficiency

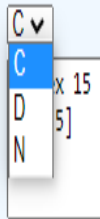- Deleting a deficiency will send a notification email to the officer in charge of the selected field to notify him/her that a deficiency has been deleted and needs approval.

- For example if the user deleted deficiency in the MET field. An email will be sent to ESAF or WACAF office MET Officer to notify that a Deficiency has been deleted by State "XXX" in the MET Field.

- As soon as the Officer in Charge accepts the delete Deficiency request it will appear in the AANDD Database and will show to users in the update, search and print options.

- This will send an email to the officer in charge of the selected field to notify him/her that a new deficiency has been reported and needs approval. Once approved, the deficiency will appear in the database list highlighted in yellow.

AANDD- Update Deficiency

Update Deficiency

It's important to note that when updating a deficiency to select the correct status of the deficiency from the dropdown next to status. In that;

ICAO AFI DEFICIENCIES REPORTING FORM

Area	AIM
Identification	
Status	C ▼
Requirement	[Annex 15, Para 3.2]
Facility / Services	_
Deficiencies	
Description	Lack of adequate training of AIS personnel
Date First Reported	31-03-2012
Rational for Non-Elimination*	☐ F ☐ H ☐ S ☑ O
Remarks for Non-Elimination	Inadequate human resources to sustain the provision of AIS
Correction Action	
Description	-
Executing Body	Kenya
Date of Complettion	31-12-2017
Priority for Action**	⦿ A ◯ B ◯ U

Update

AANDD- Update Deficiency

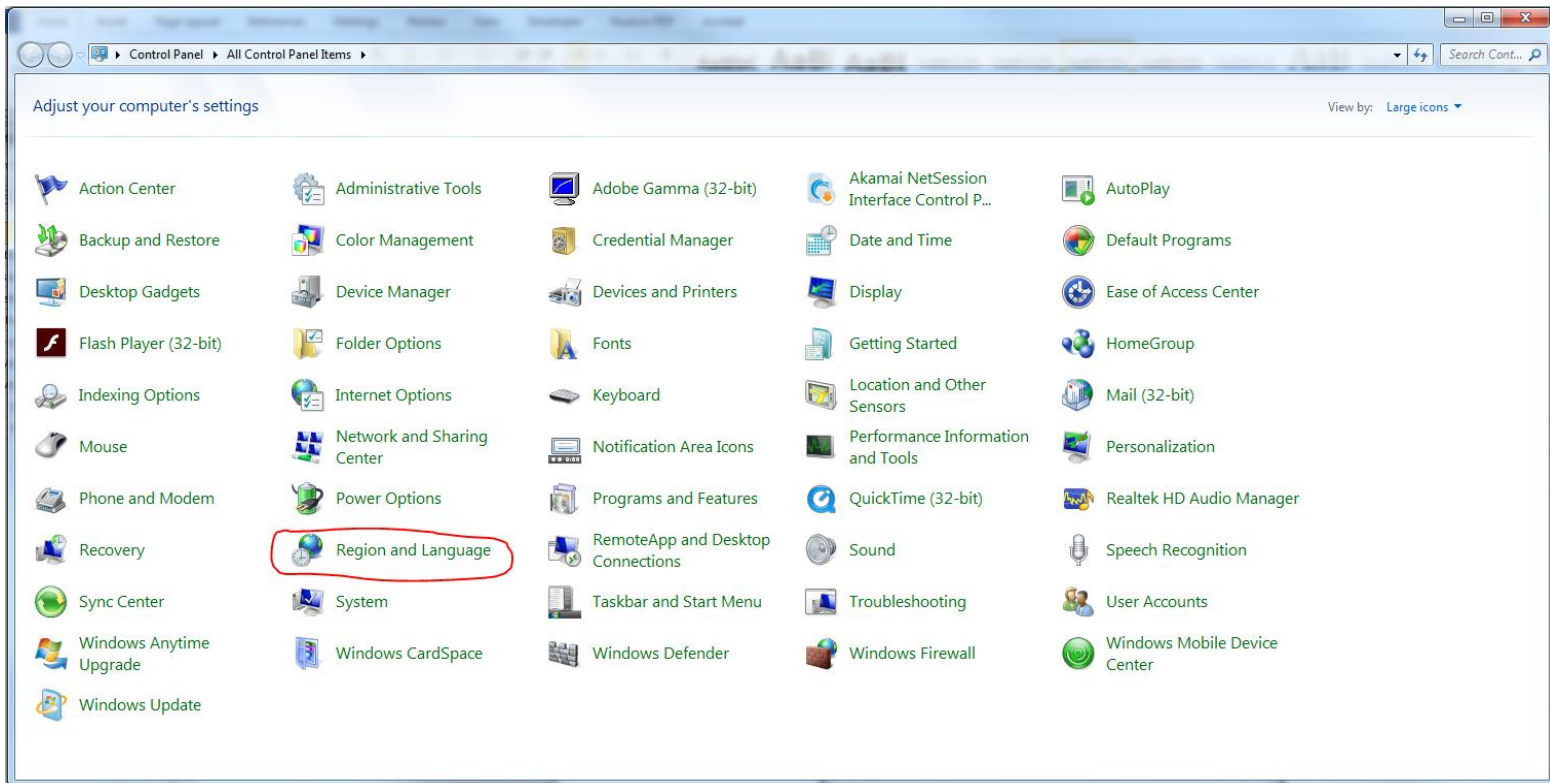# AANDD- Search Deficiency

- To search deficiencies, click on the Search Deficiency icon and you will see the search filter options as displayed above. The search can be filtered by:

- **"AREA" – AIM, AOP, ATM, CNS, MET, SAR** by clicking on the Area drop down menu.

- **"STATUS" – N, C, D or ALL**

- **"PRIORITY" – A, B, U**

- **"GROUP BY" – Either State or Area**

- **"DATE" – Either Date First Reported or Date of Completion**

- **"KEYWORDS" – by typing keyword that may be associated to a deficiency. Example: *Aerodrome***
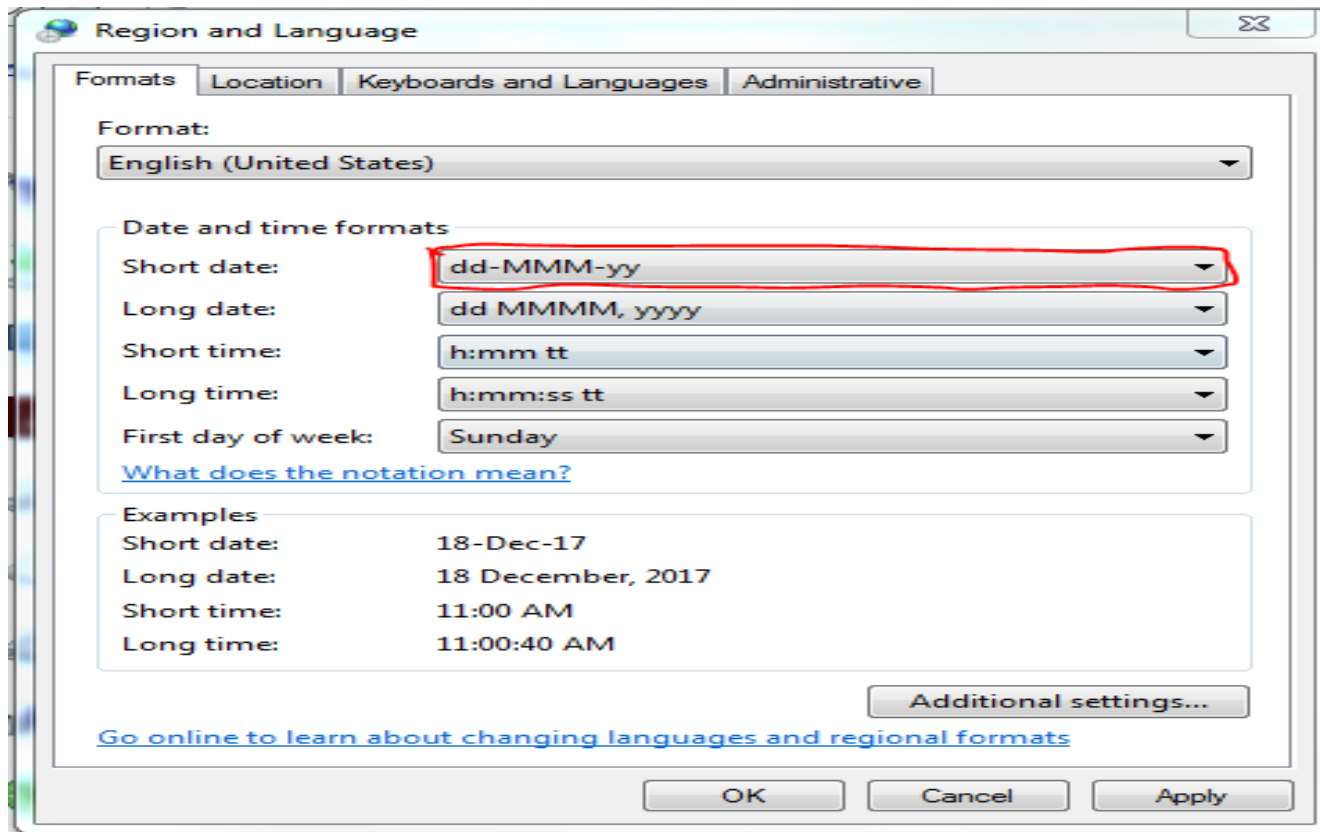
AANDD- Date Property

To view the date properly as Day-Month-Year it is very important that users go to control panel. From the start menu choose control panel. Then choose Regional and Language Options.
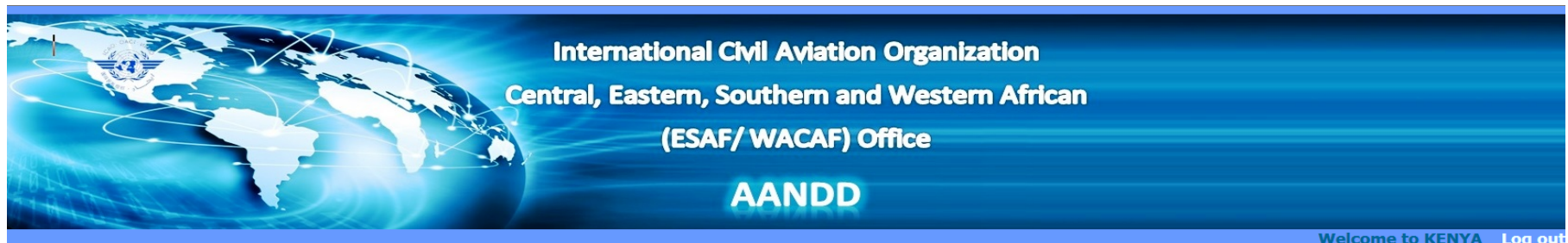
AANDD- Date Property

Press the Formats Tab, select from the list or set the short date field to dd-MMM-yy.

AANDD- Print Property

To print information, click on the print button as shown on the below capture;

AANDD- Print Property

- To print information properly and have the deficiencies highlighted in yellow, follow the below steps;

- Internet Explorer 9

  - In Internet Explorer 9, click **Page Setup** on the **File** menu. If you do not see the File menu, press ALT.

  - In the **Page Setup** dialog box, click to select the **Print background Colors and Images** check box.

  - Click **OK** to close the Page Setup dialog box.

- Internet Explorer 10

  - Open Internet Explorer 10

  - Click **File** at the top

  - Then click **Page Setup**

  - Check the box for **Background Colors and Images**

To print information properly and have the approved deficiencies highlighted in

| 14 | [Annex 12, Chapter 3] AT1/7 Rec. 6/3
[Annex 15, Para 4.1 – 4.2] | =
- | Lack of Search and Rescue Agreements between neighboring States
Non standard format of AIP | Jan 2010
Mar 2012 | Lack of SAR agreements can be detrimental to safety of persons in distress where searches overlap national boundaries.
Difficulty to locate essential safety information relevant to conditions of services | Θ | Implement
AIP standard format available |

Yellow (for example the above has been approved for deletion), follow the below steps;

Internet Explorer 11 / Google Chrome

- Open Web browser
- Click on the **gear at the top right**
- Hover above **Print**
- Then click **Page Setup**
- Check the box for **Background Colors and Images**

Technical Assistance

For any inquiries, questions or requests, kindly contact ESAF/WACAF Office:

icaoesaf@icao.int / icaowacaf@icao.int