International Civil Aviation Organization

EUROPEAN AIR NAVIGATION PLANNING GROUP

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EANPG HANDBOOK

First Edition - 2013

Amendment 1 – December 2014

Prepared by the ICAO European and North Atlantic Office, on behalf of the EANPG

EUROPEAN AND NORTH ATLANTIC OFFICE OF ICAO

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RECORD OF AMENDMENTS

As of November 2013, the EANPG Handbook is published as EUR Doc 001
1st Edition, November 2013 introduced the following changes
EANPG Conclusion 55/29 refers: • update the Terms of Reference of the EANPG to include the requirement to coordinate with RASG-EUR on safety issues; • update concerning management of EUR Documents promulgated by the EANPG • updated working arrangements of the EANPG and its Contributory Groups regarding elections of Chairpersons/Vice-Chairpersons EANPG Decision 55/02 refers: • Calendar of nomination/review of Chairpersons/Vice-Chairpersons of the EANPG and its Contributory Groups
Amendment 1, December 2014 introduced the following changes
EANPG Conclusion 56/36 refers: • editorial updates to the diagram showing the EANPG Working Structure, Objectives, Terms of Reference, Composition and Working methods and effectiveness of the EANPG; • editorial updates to the General work and Work Programme of the EANPG Contributory Bodies, AFSG, ATMGE, AWOG, FMG, METG and RDGE; • replacement of the Terms of Reference of the COG Task Force on Training by Terms of Reference of COG Task Force on Language Proficiency Requirements Implementation (LPRI); • update of format of the List of EUR Documents and the Responsible Groups for their Maintenance; and • other editorial updates such as inclusion of the Terms of References of the COG Performance Task Force, VOLCEX Subgroups (East and West) and EUR Search and Rescue Task Force. EANPG Decision 56/03 refers: • Updates to the Composition of the METG. EANPG Decision 56/08 refers: • Terms of Reference of the EUR SAR Task Force (EURSAR/TF).

INTRODUCTION

In 1971 the Sixth European-Mediterranean Regional Air Navigation (RAN) Meeting recommended the establishment of a European Air Navigation Planning Group. In 1972 the Council of ICAO set up the EANPG and established in detail its functions, position in ICAO, composition and the guidelines which should govern its working methods, including relations with States.

The Special European Regional Air Navigation Meeting (SP RAN) held in Paris in 1980 entrusted the function of the required regional planning and co-ordinating organ to the EANPG as the already existing Regional Planning Group for the EUR Region. The SP RAN Meeting agreed on the structure and presentation of the EUR Regional Plan, as well as its overall management, and recommended a trial application of the new regional planning processes.

The Seventh Regional Air Navigation Meeting held in Malaga in 1985 reviewed the outcome of the trial and recommended the permanent application of the new regional processes. It also confirmed the role of the EANPG in its Regional Plan management function on a permanent basis.

The Special European Regional Air Navigation Meeting in Vienna in September 1994 agreed that the efficiency of the EANPG would be significantly enhanced through modified objectives and composition and the clarification of its main functions on the basis of its terms of reference.

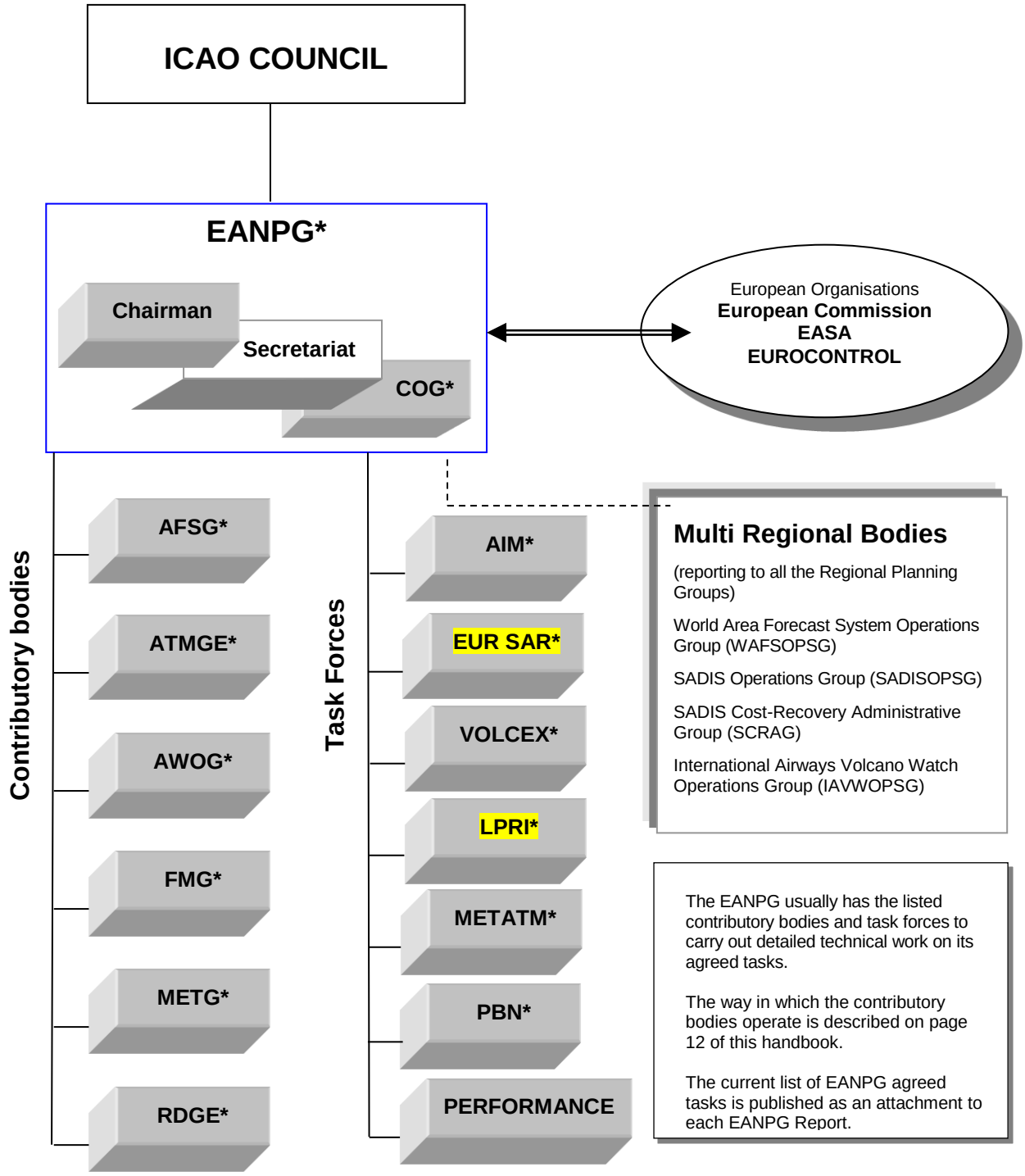
In order to meet these new challenges EANPG/37 (Paris 12-15 September 1995) created the EANPG Programme Coordinating Group (COG) to assist the EANPG Chairman and the ICAO Secretariat to facilitate and coordinate the work of the EANPG between its meetings, avoid duplication of work in any form and maintain a dialogue with other regions.

The purpose of the handbook is to serve as a reference document to provide an overview of the role and organization of the EANPG and its different groups. The handbook will be helpful to States and international organizations when planning and managing the resources for participation in the work.

The handbook will be updated from time to time in the light of relevant changes and developments.

Phil ROBERTS
Chairman of the EANPG

EANPG working structure



*	AFSG	Aeronautical Fixed Services Group
	AIM	Aeronautical Information Management
	ATMGE	Air Traffic Management Group – Eastern Part of the ICAO EUR Region
	AWOG	All Weather Operations Group
	COG	EANPG Programme Coordinating Group
	EANPG	European Air Navigation Planning Group
	EUR SAR	European Search and Rescue Task Force
	FMG	Frequency Management Group
	LPRI	Language Proficiency Requirements Implementation
	METG	Meteorology Group
	PBN	Performance Based Navigation Task Force
	RDGE	Route Development Group – Eastern Part of the ICAO EUR Region
	EUR/NAT VOLCEX	European and North Atlantic Volcanic Ash Exercises Steering Group
	EUR (EAST) VOLCEX	Volcanic Ash Exercises Steering Group for the (far) Eastern part of the EUR Region

~~UPDATES TO~~ WORKING ARRANGEMENTS OF THE EANPG AND ITS CONTRIBUTORY GROUPS

(Approved at EANPG/55 – November 2013)

Working arrangements of the EANPG and its Contributory Groups

Chairperson – The Chairperson facilitates the work of the meeting so as to encourage consensus or clearly identify barriers to consensus. The tasks of the Chairperson include ensuring the efficient conduct of the meeting, ensuring that the tasks associated with the work programme are addressed or reported upon during the course of the meeting. The Chairperson may make decisions regarding the conduct of the meeting and, in cases where it is not possible to reach consensus, determine the recommendation(s) that will be made by the meeting.

Vice-Chairperson – The Vice-Chairperson will be called upon to preside over the meeting should circumstances prevent the Chairperson from being present at the meeting. The Vice-Chairperson may also be requested to support the Chairperson in his/her role, taking over some of the Chairperson's work load whenever appropriate. The Vice-Chairperson does not automatically succeed as chairperson at the conclusion of the term of the incumbent Chairperson.

Elections of Chairperson/Vice-Chairpersons – An election of Chairperson and Vice-Chairperson shall take place every four years, even if no new candidates are proposed. Nominations of candidates must be submitted to the EUR/NAT Office of ICAO and be promulgated by the EUR/NAT Office of ICAO to the members of the Group/Task Force concerned by e-mail two months before the meeting of the Group/Task Force. Candidates for election to the post of Chairperson/Vice-Chairperson for EANPG/COG must be from a member State and nominated by a member of the Group and seconded by another member of the Group. Candidates for election to the post of Chairperson/Vice-Chairperson for Contributory Bodies must be from a member of the Group/Task Force and nominated by a member of the Group/Task Force and seconded by another member of the Group/Task Force. The Group/Task Force shall elect the Chairperson/Vice-Chairperson from the list of candidates by vote at the meeting.

The results of the election shall be presented to and confirmed by the parent Group (EANPG or COG). The parent Group also decides on the date when the Chairperson/Vice-Chairperson will assume their functions.

In order to maintain, to the extent possible, continuity and stability in addressing work programmes, efforts should be made to avoid too regular changes in Chairpersons.

Guidelines for Chairperson/Vice-Chairperson of the EANPG and its Contributory Groups

1. Personal qualities:

- good communicator and listener;
- impartial and objective;
- able to speak clearly and succinctly;
- able to draw together and summarise differing opinions;
- punctual - start and finish on time;
- sensitive and shows interest in member's viewpoints;
- tactful and approachable; and

- clear sense of direction and accountability - ensures that tasks associated with the work programme are addressed and reported upon.

2. Professional background:

- extensive experience in a civil aviation authority, airport, airline, air navigation services or similar aviation-related organization;
- practical experience in the planning and administration of civil aviation programmes rising to an executive level of responsibility; and
- have a good understanding of ICAO's role.

3. Experience with the EANPG and its Contributory Bodies:

- have participated and contributed to work of the Group/Task Force for a minimum of 4 meetings;
- have a clear understanding of and adhere to the terms of reference of the Group/Task Force; and
- have sound knowledge of the EANPG working and reporting structure.

Calendar of nomination/review of Chairpersons/Vice-Chairpersons of the EANPG and its Contributory Groups

(*EANPG Decision 55/02 refers*)

MEETING & FREQUENCY		1ST REVIEW	2ND REVIEW	CONFIRMED BY
EANPG	1 per year	2017	2021	EANPG
COG	3 per year	As per EANPG		
AFSG	1 per year	2015	2019	EANPG
ATMGE	2 per year	Fall 2014	Fall 2018	EANPG
AWOG	1 per year	Fall 2015	Fall 2019	EANPG
FMG	2 per year	2014	2018	EANPG
METG	1 per year	2016	2020	EANPG
RDGE	2 per year	Fall 2014	Fall 2018	EANPG
COG AIM TF*	2 per year	Fall 2016	Fall 2020	COG
COG LPRI TF†	2 per year	Fall 2015	Fall 2019	COG
COG MET ATM TF‡	1 per year	2014	2018	COG
COG PBN TF	2 per year	Fall 2014	Fall 2018	COG
COG Performance TF§	3 per year	Fall 2016	Fall 2020	COG
VOLCEX SG	1 per year	2015	2019	COG
EUR-EAST VOLCEX SG	1 per year	2016	2020	COG

* Only Chairperson
† Only Chairperson
‡ Elections of Co-Chairpersons ATM and MET instead of Chairperson/Vice-Chairperson
§ Only Chairperson

EUROPEAN AIR NAVIGATION PLANNING GROUP (EANPG)

Establishment

The European Air Navigation Planning Group (EANPG) was established by the ICAO Council (Recommendation 1/1 – SP EUR 1994 (Doc 9639)).

Objectives

The objectives of the ICAO European Air Navigation Planning Group are:

a) to ensure that air navigation system development plans and action within the EUR Region remain coherent and remain compatible with those of the adjacent ICAO Regions and with the ICAO global plan and world-wide provisions; and that these be appropriately reflected in the EUR Regional Air Navigation Plan (eANP);

b) to manage the ICAO Air Navigation Plan - European Region (EUR eANP) (ICAO Doc 7754) and related documentation and to facilitate the implementation of the international operational requirements contained therein;

c) to promote and facilitate the harmonisation and co-ordination of the air navigation related programmes of other international organisations such as the European Commission ~~of the European Communities~~ (~~C~~EC), the European Civil Aviation Conference (ECAC), EUROCONTROL, the Interstate Aviation Committee of the Commonwealth of Independent States (IAC/CIS) (within the framework of functions and authority voluntarily delegated by the States of the CIS)~~, the Joint Aviation Authorities (JAA), and their Communications, Navigation and Surveillance/Air Traffic Management (CNS/ATM) systems implementation efforts,~~ including the activities of States and State groupings in the Central, Eastern and Far Eastern Parts of the EUR Region;

d) to ensure the coherence of the EUR ~~CNS/ATM~~aviation system at regional interfaces with ~~CNS/ATM~~aviation systems of adjacent regions (NAT, NAM, AFI, MID, ASIA and PAC), in line with the ICAO global plans established for that purpose;

e) to assist States or State groupings in their planning and implementation efforts, if and when required.

Terms of Reference

(Revised to reflect C-WP/13135, C 183/9 on 18 March 2008 and PRES RK/1560 dated 30 June 2008)

The terms of reference of the EANPG are as follows:

a) ensure the continuous and coherent development of the European Air Navigation Plan and other relevant regional documentation in a manner that is harmonized with adjacent regions and consistent with global requirements;

Note: The successful execution of this item presupposes timely promulgation by ICAO of the EUR Regional Air Navigation Plan, the Regional SUPPs (Doc 7030) and related material, including the amendment thereto.

b) develop amendment proposals for the update of the European Air Navigation Plan necessary to satisfy any changes in the requirements, thus removing the need for regular regional air navigation meetings;

c) provide input to the work of appropriate ICAO bodies in the field of air navigation;

d) monitor implementation of air navigation facilities and services and, where necessary, ensure harmonization, taking due account of cost/benefit analyses, business case development, environmental benefits and financing issues;

e) ensure the conduct of any necessary systems performance monitoring, identify specific problems in the Air Navigation field, especially in the context of safety and security, and propose action aimed at solving any identified problems;

f) ensure close cooperation with relevant organizations and State groupings to optimize the use of available expertise and resources;

g) identify possible safety threats and consequently develop, in coordination with the European Regional Aviation Safety Group (RASG EUR), as needed, ~~a~~ safety analysis that would result in the allocation of priorities ~~to address deficiencies using~~ in line with the Global ~~Air~~ Aviation Safety Plan (GASP) ~~as a model~~;

h) ensure the development and implementation of an action plan by States to resolve identified air navigation deficiencies, where necessary; and

i) conduct the above activities in the most efficient manner possible, with a minimum of formality and documentation, and call meetings of the EANPG only when required, commensurate with developments in the aeronautical field and with progress of the work of the Group.

Note: *At this time (~~2008~~2014) the ideal meeting cycle for the EANPG is once per year in order to maintain full control over the work programme. This cycle will be reviewed by the EANPG at each of its meetings in light of work progress and emerging issues, as well as in response to air navigation issues and implementation needs.*

Membership

All ICAO Contracting States who are service providers in the EUR air navigation region and part of EUR eANP. User States are entitled to participate in EANPG meetings as non-members. International organizations recognized by the Council may be invited as necessary to attend EANPG meetings as observers.

Composition of the EANPG

The EANPG is composed of all States providing air navigation services in the ICAO European Region. However, a group of States may choose to have a common representation.

The following international organizations may be invited to participate on a regular basis: ACI, CANSO, EASA, ECAC, EUROCONTROL, European Commission, IAC, IAOPA, IACA, IATA, IBAC, IFALPA~~,~~ and IFATCA ~~and JAA (List to be revised)~~.

Working methods and effectiveness of the EANPG

General

The ICAO European Air Navigation Planning Group shall appoint a Chairman and Vice-Chairmen. The Chairman, in close cooperation with the ICAO Representative, European and North Atlantic Office, shall make necessary arrangements for the most efficient working of the Group. One of the prerequisites in this respect is that the Group shall at all times work with a minimum of formality and paperwork. In the interval between meetings of the Group, the representatives shall maintain continuity in the work of the Group. This may take the form of assignment of specific tasks to selected individual representatives and/or the formation of small ad hoc task forces to perform studies or prepare supporting material on defined subjects for

consideration by the Group as a whole. Best advantage should be taken of modern communications methods, particularly electronic mail, ~~facsimile, etc.~~ to keep the Members and the Secretary in permanent touch with each other.

Regional Coordination

Cognizant of the repeated calls of the ICAO Assembly for increasing effectiveness of the Organization; and realizing the importance of ICAO's role in the evolving EUR Regional and global aeronautical contexts; and aware that significant increases of ICAO Regional Office resources may not be expected in the near future:

i) the EANPG, commensurate with the ICAO Global Air Navigation Plan ~~for CNS/ATM Systems~~, as well as other relevant ICAO worldwide and regional provisions, shall establish and maintain a comprehensive plan of goals to be achieved, against which the work programmes and the progress of work of the supporting contributory bodies can be established, measured, approved and directed;

ii) the Chairman and the Secretary of the EANPG shall take all necessary steps to establish and maintain closest relationship with relevant international and sub-regional organizations in all pertinent fields of aviation activity to ensure optimisation of capacity and efficient development of procedures;

iii) along the above lines, and in order to enhance the transparency and efficiency of coordination of their respective activities in the air navigation field for the benefit of States and international organizations, ICAO and EUROCONTROL should continuously identify ways and means to effectively implement the Agreement signed in 1996 between the two organizations; and

iv) the EANPG, shall ensure coordination with the European Regional Aviation Safety Group (RASG-EUR) on safety issues and accordingly, the Chairperson of the European Regional Aviation Safety Group (RASG-EUR) shall be invited to participate in and contribute to the work of the EANPG.

Secretarial support

The European and North Atlantic Office of ICAO shall provide necessary secretarial assistance to the Group and serve as its communication link with all interested parties. It shall be equipped with adequate communications means to fulfil this task.

In order to achieve this:

a) the Agenda for the meeting of the EANPG should be limited to those items which are sufficiently mature for an EANPG Decision or Conclusion;

b) documentation submitted for action by the EANPG by States, International Organizations, and the EANPG contributory bodies, should always include a concrete and substantiated proposal for a Conclusion or a Decision for the EANPG to be endorsed, amended or rejected as the case may be;

c) such documentation should be sent well in advance to enable the participants in the EANPG to carry out the necessary internal coordination in order to be in a position to express their States/organizations' view at the time of the meeting;

d) the EANPG should refrain from considering in detail reports of contributory bodies and from re-tracing discussions already held elsewhere;

e) the duration of the meeting is, in general, limited to three days;

f) the meeting will approve in session the Conclusions, ~~and~~ Decisions and Statements of the meeting, including a short lead-in text for better understanding; and, as a last item, an indication will be added to each EANPG Conclusion and Decision, as to which earlier Conclusion(s)/Decision(s) are replaced, if applicable~~, as well as to when it can be considered for deletion from the EANPG List of Valid Conclusions and Decisions (Supplement 2 refers)~~; and

g) the full report will be completed by the Secretary and approved by the Chairman for transmission within four weeks after the end of the meeting.

To enable the work of the EANPG to continue between meetings, Conclusions and Decisions can be agreed to by correspondence. The procedure will be that Members will be sent the draft proposal by ~~fax and~~ e-mail. The usual ICAO silent procedure, where no response indicates agreement, will apply.

Meeting Documentation

The following documentation, including proposed action as required, may be presented by COG, States, International Organizations or the Secretariat:

- **Working Papers** normally contain material with a draft decision, conclusion or inviting action by the meeting.

- **Information Papers** are submitted in order to provide the meeting with information on which no action is required and will normally not be discussed at the meeting.

- **Flimsies** are documentation prepared on an ad hoc basis in the course of a meeting with the purpose to assist the meeting in the discussion on a specific matter or in the drafting of a text for a Conclusion or Decision.

Meeting Output

- **Conclusions** deal with matters which, in accordance with the Group's terms of reference, merit directly the attention of States or on which further action will be initiated by ICAO in accordance with established procedures.

- **Decisions** deal with matters of concern only to the EANPG and its contributory bodies.

Note: in order to qualify as such, a Decision or a Conclusion shall be able to respond clearly to the "4W" criterion (What, Why, Who and When)

- **Statements** deal with a position reached by consensus regarding a subject without a requirement for specific follow-up activities.

EANPG Programme Coordinating Group (COG)

Establishment

The COG was established by EANPG/37 according to the following Decision 37/26

"Creation of an EANPG Programme Coordinating Group (COG)"

That:

a) an EANPG Programme Coordinating Group (EANPG-COG) be established to facilitate the on-going work undertaken within the EANPG framework, and to assist the Chairman and the Secretariat and to expedite follow-up work of the EANPG and its working groups between plenary meetings, taking into account the work undertaken by other bodies active in the air navigation field in the EUR Region as well as in adjacent Regions and to ensure that duplication of work does not occur;

b) the EANPG-COG be composed of the Chairman and Vice-Chairmen of the EANPG, Representatives from Czech Republic, France, Germany, Italy*, Portugal, Russian Federation, Spain, United Kingdom, United States, as well as from relevant State groupings (e.g. Nordic States, Benelux States, Baltic States), a representative of the grouping of States composed of Azerbaijan, Georgia, Kazakhstan, Republic of Moldova and Ukraine**, and International Organizations (IAC **, CEC, EUROCONTROL, IACA, IATA);

c) the EANPG-COG invite additional State representatives in those cases when it may discuss matters of particular concern to them;

d) preview draft Conclusions and Decisions emerging from the work of EANPG working groups and other input for the attention of the EANPG;

e) prepare and refine EANPG material to assist and guide the ICAO Secretariat in its work in support of the EANPG; and

f) carry out specific tasks given to it by the EANPG to advance its work at the required speed.

* EANPG Decision 43/42 – Expansion of the membership of COG to include Italy

** EANPG Decision 44/13 – additional participation of Grouping of States and IAC

MANDATE:

(EANPG Decision 43/2 - Mandate of the EANPG Programme Coordinating Group (COG) refers)

That the EANPG Programme Coordinating Group:

a) execute its pivotal function as a coordinating and steering organ with highest possible efficiency in accordance with the goals set by the EANPG;

b) direct the work programmes and tasks of contributory bodies in the best manner commensurate with the overall EANPG work programme;

c) ensure that contributory bodies have clearly defined tasks, deliverables and target dates in line with the goals of the EANPG; and

* EANPG/43 decided to expand the membership of COG and include Italy (EANPG Decision 43/42)
** EANPG Decision 44/13 – additional participation of Grouping of States and IAC

d) review the reports made to COG by the contributory bodies to provide guidance to these bodies as may be necessary and to determine which subjects have matured for submission to the EANPG for conclusion and/or decision.

Objectives

As (a), (d), (e) and (f) of the above EANPG Decision 37/26

Major Tasks To assist the chairman of the EANPG and the Secretariat in particular:

a) to prepare the agenda for EANPG meetings, including the background notes;

b) to prepare the list of working/information papers that could be expected to be sufficiently mature for submission to the EANPG;

c) to provide guidance in the preparation of the documentation for EANPG meetings;

d) to coordinate and harmonize the work of the contributory bodies of the EANPG;

e) to review outstanding shortcomings and deficiencies in accordance with the Council approved Uniform Methodology; and

f) in doing so, best advantage will be taken of modern communications methods, particularly electronic mail, facsimile, etc. to keep the Members and the Secretary in permanent touch with each other.

Composition As (b) of the above EANPG Decisions 37/26, 43/42 and 44/13.

a) facilitate the on-going work undertaken within the EANPG framework, assist the Chairman and the Secretariat to expedite follow-up work of the EANPG and its contributory bodies between plenary meetings, taking into account the work undertaken by other bodies active in the air navigation field in the EUR Region as well as in adjacent Regions, and ensure that duplication of work does not occur;

b) execute its pivotal function as a coordinating and steering organ with highest possible efficiency in accordance with the goals set by the EANPG;

c) carry out specific tasks given to it by the EANPG to advance its work at the required speed;

d) review outstanding deficiencies in accordance with the Council approved Uniform Methodology (Appendix A refers);

e) ensure that the work programme of the EANPG and the tasks assigned to its contributory bodies cover all air navigation planning and implementation aspects of the entire EUR Region;

f) direct the work of contributory bodies in the best manner commensurate with the overall EANPG work programme, with clearly defined tasks, deliverables and target dates;

g) prepare the Agenda for EANPG meetings, including the background notes;

h) preview draft Conclusions and Decisions emerging from the work of EANPG contributory bodies and other input for the attention of the EANPG;

i) prepare and refine EANPG working/information papers to assist and guide the ICAO Secretariat in its work in support of the EANPG, and

j) in doing so, best advantage will be taken of modern communications methods, particularly electronic mail, to keep the Members and the Secretary in permanent touch with each other.

Composition:

That the EANPG Programme Coordinating Group (EANPG-COG):

a) be composed of the Chairman and Vice-Chairmen of the EANPG, Representatives from Czech Republic, France, Germany, Italy, Portugal, Russian Federation, Spain, United Kingdom, United States, as well as from relevant State groupings (e.g. Nordic States, Benelux States, Baltic States, etc.), a representative of the grouping of States composed of Azerbaijan, Georgia, Kazakhstan, Republic of Moldova and Ukraine and International Organizations (CEC, IAC/CIS, IACA, IATA, EUROCONTROL); and

b) invite additional State representatives in those cases when it may discuss matters of particular concern to them.

EANPG CONTRIBUTORY BODIES

General

EANPG contributory bodies are created to ~~assist~~ discharge the EANPG Work Programme ~~COG in processing the EANPG Task List~~ by working on defined subjects requiring detailed technical expertise as mandated by the COG.~~ The EANPG Task List is published after each of its meeting as an attachment to the EANPG Report.~~

A contributory body shall only be formed when it has been clearly established that it is able to make a substantial contribution to the required work.

A contributory body will be dissolved when it has completed its assigned tasks, or if the tasks cannot be usefully continued. The allocation of tasks may also need to be reviewed if the work required is adequately covered by other bodies.

Terms of Reference, Task Lists and working methods

A contributory body shall be given terms of reference, a list of tasks with clear and concise deliverables and dates for completion. The terms of reference of the contributory bodies are part of this handbook.

At each of their meetings, the contributory bodies should review the continued validity of their respective list of tasks and advise COG of any proposed changes that may be required.

Any output of a contributory body that is mature enough for discussion and action by the EANPG shall be presented, through the COG, in a Working Paper with the necessary draft Conclusions and/or Decisions.

Work Programme

To ensure that the objectives are met in accordance with the TORs, each contributory body shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by EANPG COG. The following are the main principles to be followed in setting up the work programme:

a) The work programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains related to TORs of the contributory body concerned, subject to the Regional planning and implementation processes;

c) The progress on the tasks/projects should be reviewed regularly by the contributory bodies and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality;~~.~~

d) To facilitate the execution of its work programme, each contributory body may set up temporary working arrangements in the form of working sub-groups, study groups, task force and project teams, if and when required, charge them with specific tasks and define target dates for the completion. These bodies shall work under the guidance of and in a close coordination with the ICAO EUR/NAT Secretariat in the most time effective and result oriented way, with as few~~er~~ formalities as possible, and preferably by means of electronic communications. These bodies are dissolved after completion of the task(s);

~~e) The contributory bodies' work programme is an integral part of the general EANPG Work programme and is attached to the latest EANPG Meeting report;~~

~~f)~~e) A detailed contributory body Task List providing a ~~broke down~~ list of actions aimed to fulfil the objectives of the work programme ~~has~~ should ~~to~~ be included in the latest contributory body Summary of Discussions.

Composition and Status

The composition of a contributory body shall be kept as small as possible, however all States, whether or not member of the EANPG, and ICAO recognized international organizations likely to make valid contributions are given the opportunity to participate in essential work programme issues.

Contributory body participants have the status and role only of technical experts, nominated by their State or ICAO recognized international organizations. They do not represent their State or organization in any formal way, and work on behalf of the EANPG.

AERONAUTICAL FIXED SERVICES GROUP (AFSG)

Establishment: **1997 - EANPG Decision 39/35**

Terms of reference

The Aeronautical Fixed Services Group (AFSG) is established by EANPG to pursue the tasks and issues related to Aeronautical Fixed Service (AFS) in support to the relevant ICAO Strategic Objectives with the following TORs:

a) Ensure the continuous and coherent development of the relevant sections of the European ~~Air Navigation Plan (Basic ANP and FASID, Doc 7754)~~eANP, *Regional Supplementary Procedures* (SUPPS) (Doc 7030) and other relevant Regional documents, including EUR Doc 005 "EUR CIDIN Manual", EUR Doc 020 "AMHS Manual" and EUR Doc 021 "ATS Messaging Management Manual", taking into account the evolving operational requirements in the EUR Region and the need for harmonization with the adjacent regions in compliance with the Global Air Navigation Plan (Doc 9754);

b) Monitor and coordinate implementation of the relevant ICAO SARPs and regional procedures, facilities and services by the EUR States and where necessary ensure harmonization, taking due account of financial and institutional issues;

c) Identify any deficiencies in the AFS related matters in the EUR Region and ensure the development and implementation of relevant action plans by the States to resolve them;

d) Foster implementation by facilitating the exchange of know-how and transfer of knowledge and experience among States of the Region;

e) Provide input to the work of appropriate ICAO bodies in the field of AFS, according to the established procedures.

Work Programme

To ensure that the objectives of AFSG are met in accordance with the TORs, the group shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by EANPG COG. The following are the main principles to be followed in setting up the Work Programme of AFSG:

a) The Work Programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains related to AFS which are subject to Regional planning and implementation;

c) The progress on the tasks/projects should be reviewed regularly by AFSG and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality.

d) To facilitate the execution of its work programme, AFSG may set up temporary working arrangements in the form of working sub-groups, study groups, task force and project teams, if and when required, charge them with specific tasks and define target dates for the completion. These bodies shall work under the guidance of and in a close coordination with the ICAO EUR/NAT in the most time effective and result oriented way, with as fewer formalities as possible, and preferably by means of electronic communication. These bodies are dissolved after completion of the task(s);

e) The AFSG Work programme is an integral part of the general EANPG Work programme and is attached to the latest EANPG Meeting report;

f) The detailed AFSG Task List providing a broke down list of actions aimed to fulfil the objectives of the Work programme is included in the latest AFSG Summary of Discussions.

In conducting its activities, AFSG should follow the following guidance given to the Group by the EANPG COG:

- Maintain close coordination with relevant EANPG contributory bodies to ensure harmonious development of the EUR air navigation system as a whole;
- Conduct periodic reviews and originate, as necessary, proposals for amendment of ~~Part VI – CNS of the EUR ANP and FASID (Doc 7754)~~the relevant sections of the eANP, EUR SUPPs (Doc 7030), EUR Doc 005, EUR Doc 020, EUR Doc 021;
- Develop and maintain any other documentation related to the safe, secure and efficient implementation and operation of the EUR AFS.
- Seek co-ordination and harmonization with the relevant planning and implementation activities in other ICAO Regions;
- Use different techniques to monitor implementation in the States (such as, regional surveys, monitoring exercises, regional tests and simulations, etc.) and identify deficiencies; conduct risk analysis to prioritize the identified deficiencies and prepare proposals to EANPG to ensure the urgent resolution of safety-related AFS deficiencies;
- Identify areas where assistance to individual States or sub-regions is necessary to eliminate deficiencies and improve harmonized implementation of the AFS through the established mechanisms and prepare proposals thereon;
- Ensure close liaison with EANPG groups and with relevant ICAO Air Navigation Commission (ANC) panels/study groups in addressing AFS related matters; Provide feed-back received from States on problems impeding implementation which need to be addressed by appropriate ICAO bodies;
- Assist the Secretariat in developing and keeping up-to-date of Regional guidance material as necessary to foster the implementation by the States of the global requirements and Regional procedures on AFS related matters;
- Prepare proposals and support organisation of regional seminars and workshops in the AFS field with emphasis on implementation issues;
- Coordinate Regional activities in the field of AFS; liaise closely with relevant international organisations on issues of common interest;
- Identify and refer to COG and EANPG the emerging operational and institutional issues related to the planning and implementation of the AFS services and facilities order to ensure that such issues are addressed in a coherent manner with the respective ICAO plans, strategies and provisions.

Composition of the AFSG

Austria, Armenia, Azerbaijan, Bahrain, Belgium, Bulgaria, Canada, Croatia, Cyprus, Czech Republic, Denmark, Egypt, France, Georgia, Germany, Greece, Israel, Italy, Kazakhstan, Kuwait, Latvia, Lebanon, Lithuania, Morocco, Netherlands, Norway, Poland, Portugal, Republic of Moldova, Romania, Russian Federation, Saudi Arabia, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Tunisia, Ukraine, United Kingdom, United States, Uzbekistan, EUROCONTROL and IATA.

AIR TRAFFIC MANAGEMENT GROUP – EASTERN PART OF THE ICAO EUR REGION (ATMGE)

Establishment **2003 - EANPG Decision 45/34, ToRs revised at COG/54 in October 2012**

Terms of reference

The Air Traffic Management Group – Eastern Part of the ICAO Region (ATMGE) is established by EANPG to pursue the tasks and issues related to air traffic management (ATM) in the Eastern part of the ICAO European Region in support to the relevant ICAO Strategic Objectives with the following TORs:

a) coordination and harmonized implementation of the Aviation System Block Upgrade B0 and B1 in the 4 performance improvement areas (airport operations, globally interoperable systems & data, optimum capacity & flexible flights, efficient flight path;

b) report of ATM-related developments in the other major disciplines of AIM, MET, AGA, CNS;

c) introduction of the performance based Air Navigation Services;

d) coordination of local, regional and inter-regional interoperability aspects;

e) exchange and analysis of significant operational ATM improvements;

f) other issues as directed by the EANPG COG.

Composition of the ATMGE

Nominated Persons from States and International Organisations, especially Armenia, Azerbaijan, Belarus, Bulgaria, Estonia, Finland, Georgia, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Poland, Republic of Moldova, Norway, Romania, Russian Federation, Tajikistan, Turkey, Turkmenistan, Ukraine, Uzbekistan, Eurocontrol, IAC, ACI, IACA, IATA, IBAC, IFALPA, IFATCA and other relevant aviation stakeholders.

With regard to specific regional coordination matters the following adjacent States will also be invited: Afghanistan, China, Democratic People's Republic of Korea, Iran, Japan, Mongolia, United States of America.

Note: There is also the possibility to invite States and other ICAO Regional Offices for inter-regional coordination meetings on specific ATM issues, if so necessary.

Working Procedures

ATMGE meetings with presentation and discussion of State Reports which include the Aviation System Block Upgrade (ASBU) Block 0 module implementation status.

ALL-WEATHER OPERATIONS GROUP (AWOG)

Establishment **1995 - EANPG Decision 37/13, replacing the "ILS/MLS Transition Group (IMTEG)"**

Terms of reference

The All-Weather Operations Group (AWOG) is established by EANPG to pursue the tasks of the Group related to All-Weather Operations in support to the relevant ICAO Strategic Objectives with the following TORs:

a) Ensure the implementation of the ICAO global strategy for the introduction and application of non-visual aids for approach and landing within the EUR region;

b) Ensure the continuous and coherent development of the relevant sections ~~of the AOP and CNS Parts~~ of the European eANP~~Air Navigation Plan (Basic ANP and FASID, Doc 7754)~~ and other relevant regional documents, including EUR Doc 012 – ILS & MLS continuity evaluation, EUR Doc 013 – AOP under limited visibility conditions, EUR Doc 015 – Building restricted areas, EUR Doc 016 – ILS & MLS integrity demonstration and EUR Doc 017 – AWO transition methodology", taking into account the evolving operational requirements in the EUR Region and the need for harmonization with the adjacent regions in compliance with the Global Air Navigation Plan (Doc 9750, edition 3 - 2007);

c) Monitor and coordinate implementation of the relevant ICAO SARPs and regional procedures, facilities and services by the EUR States and where necessary ensure harmonization, taking due account of financial and institutional issues;

d) Identify any deficiencies in the all weather operations related matters in the EUR Region and ensure the development and implementation of relevant action plans by the States to resolve them;

e) Foster implementation by facilitating the exchange of know-how and transfer of knowledge and experience among States of the Region;

f) Provide input to the work of appropriate ICAO bodies in the field of All-Weather Operations, according to the established procedures.

Work Programme

To ensure that the objectives of AWOG are met in accordance with the TORs, the group shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by the COG. The following are the main principles to be followed in setting up the Work Programme of AWOG:

a) The Work Programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains related to AWOG which are subject to regional planning and implementation;

c) The progress on the tasks/projects should be reviewed regularly by AWOG and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality.

d) To facilitate the execution of its work programme, AWOG may set up working sub-groups, study groups and project teams, if and when required, charge them with specific tasks and define target dates for their completion. After completion of their task(s), the working groups/study groups/project teams will be dissolved.

e) The Work Programme is included as an Attachment to the EANPG report;

f) The detailed AWOG Task List providing a break down list of all AWOG activities is included into the AWOG plenary meeting Summary of Discussions.

In conducting its activities, AWOG should follow the following guidance given to the Group by the EANPG:

- Maintain close coordination with relevant EANPG contributory bodies to ensure harmonious development of the EUR air navigation system as a whole.In addition, close coordination is requested with the SESAR Joint Undertaking;
- Conduct periodic reviews and originate, as necessary, proposals for amendment of ~~Part III – AOP and Part VI – CNS of the EUR Basic ANP and FASID (Doc 7754)~~the relevant sections of the European eANP, EUR SUPPs (Doc 7030), EUR Doc 012 – ILS & MLS continuity evaluation, EUR Doc 013 – AOP under limited visibility conditions, EUR Doc 015 – Building restricted areas, EUR Doc 016 – ILS & MLS integrity demonstration and EUR Doc 017 – AWO transition methodology;
- Assist the Secretariat in developing and keeping up-to-date of regional guidance material as necessary to foster the implementation by the States of the global requirements and regional procedures on the all weather operations related matters;
- Seek co-ordination and harmonization with the relevant planning and implementation activities in other ICAO Regions;
- Use different techniques to monitor implementation in the States (such as, regional surveys, monitoring exercises, regional tests and simulations, etc.) and identify deficiencies; conduct risk analysis to prioritize the identified deficiencies and prepare proposals to EANPG to ensure the urgent resolution of safety-related deficiencies related to the work of AWOG;
- Identify areas where assistance to individual States or sub-regions is necessary to eliminate deficiencies and improve harmonized implementation of the facilities and services required for all-weather operations through the established mechanisms and prepare proposals thereon;
- Ensure close liaison between EANPG and with relevant ANC panels/study groups in addressing all weather operations related matters; Provide feed-back received from States on problems impeding implementation which need to be addressed by appropriate ICAO bodies;
- Prepare proposals and support organization of regional seminars and workshops in the all weather operations field with emphasis on implementation issues;
- Coordinate regional activities in the field of all weather operations; liaise closely with other relevant international organisations on issues of common interest;
- Identify and refer to EANPG emerging operational and institutional issues related to the planning and implementation of the services and facilities related to all weather operations in order to ensure that such issues are addressed in a coherent manner with the respective ICAO plans, strategies and provisions.

Composition of the AWOG

Austria, Azerbaijan, Belgium, Czech Republic, Finland, France, Georgia, Germany, Greece, Hungary, Italy, , Latvia, Netherlands, Norway, Poland, Portugal, Romania, Russian Federation, Slovak Republic, Spain, Sweden, Switzerland, The Former Yugoslav Republic of Macedonia, Ukraine, United Kingdom, United States, ACI, EC, EBAA, EUROCAE, EUROCONTROL, IACA, ICCAIA IOPA, IATA, IFALPA and IFATCA

FREQUENCY MANAGEMENT GROUP (FMG)

Establishment 1995 - EANPG Decision 37/2

Terms of reference

The Frequency Management Group (FMG) is established by EANPG to pursue the tasks of the Group in the field of aeronautical frequency spectrum management in support to the relevant ICAO Strategic Objectives with the following TORs:

a) Ensure the continuous and coherent development of the relevant sections of the ~~CNS Part of the~~ European eANP~~Air Navigation Plan (Basic ANP and FASID, Doc 7754)~~ and other relevant regional documents, including EUR Doc 011 Frequency Management Manual, taking into account the evolving operational requirements in the EUR Region and the need for harmonization with the adjacent regions in compliance with the Global Air Navigation Plan;

b) Monitor and coordinate implementation of the relevant ICAO SARPs and regional procedures, facilities and services by the EUR States and where necessary ensure harmonization, taking due account of financial and institutional issues;

c) Identify any deficiencies in the aeronautical frequency spectrum management related matters in the EUR Region and ensure the development and implementation of relevant action plans by the States to resolve them;

d) Foster implementation by facilitating the exchange of know-how and transfer of knowledge and experience among States of the Region;

e) Provide input to the work of appropriate ICAO bodies in the field of aeronautical frequency spectrum, according to the established procedures.

Work Programme

To ensure that the objectives of FMG are met in accordance with the TORs, the group shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by the COG. The following are the main principles to be followed in setting up the Work Programme of FMG:

a) The Work Programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains related to aeronautical frequency spectrum management which are subject to regional planning and implementation;

c) The progress on the tasks/projects should be reviewed regularly by FMG and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality.

d) To facilitate the execution of its work programme, FMG may set up working sub-groups, study groups and project teams, if and when required, charge them with specific tasks and define target dates for their completion. After completion of their task(s), the working groups/study groups/project teams will be dissolved.

e) The Work Programme is included as an Attachment to the EANPG report;

f) The detailed FMG Task List providing a break down list of all FMG activities is included into the FMG plenary meeting Summary of Discussions.

In conducting its activities, FMG should follow the following guidance given to the Group by the EANPG and COG:

- Maintain close coordination with relevant EANPG contributory bodies to ensure harmonious development of the EUR air navigation system as a whole;
- Conduct periodic reviews and originate, as necessary, proposals for amendment of ~~Part VI – CNS of the EUR Basic ANP and FASID (Doc 7754)~~the relevant sections of the European eANP, EUR SUPPs (Doc 7030) and EUR Doc 011 Frequency Management Manual;
- Seek co-ordination and harmonization with the relevant planning and implementation activities in other ICAO Regions;
- Use different techniques to monitor implementation in the States (such as, regional surveys, monitoring exercises, regional tests and simulations, etc.) and identify deficiencies; conduct risk analysis to prioritize the identified deficiencies and prepare proposals to EANPG to ensure the urgent resolution of safety-related aeronautical frequency spectrum management deficiencies;
- Identify areas where assistance to individual States or sub-regions is necessary to eliminate deficiencies and improve harmonized implementation of the aeronautical frequency spectrum management processes through the established mechanisms and prepare proposals thereon;
- Ensure close liaison between EANPG and with relevant ANC panels/study groups in addressing aeronautical frequency spectrum management related matters; Provide feed-back received from States on problems impeding implementation which need to be addressed by appropriate ICAO bodies;
- Assist the Secretariat in developing and keeping up-to-date of regional guidance material as necessary to foster the implementation by the States of the global requirements and regional procedures on the aeronautical frequency spectrum management related matters;
- Prepare proposals and support organization of regional seminars and workshops in the aeronautical frequency spectrum managements field with emphasis on implementation issues;
- Coordinate regional activities in the field of aeronautical frequency spectrum management with appropriate ITU bodies; liaise closely with EUROCONTROL, IATA and IAOPA on issues of common interest;
- Identify and refer to COG and EANPG emerging operational and institutional issues related to the planning and implementation of the services and facilities related to the aeronautical frequency spectrum management in order to ensure that such issues are addressed in a coherent manner with the respective ICAO plans, strategies and provisions.

Composition of the FMG

Albania, Armenia, Austria, Azerbaijan, Belgium, Belarus, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Republic of Moldova, Romania, Russian Federation, Serbia, Slovak~~ia~~ Republic, Slovenia, Spain, Sweden, Switzerland, The former Yugoslav Republic of Macedonia, Turkey, Ukraine, United Kingdom, EUROCONTROL, IAOPA and IATA

METEOROLOGY GROUP (METG)

Establishment renamed in 1990. EANPG Decision 32/9

Terms of reference

The Meteorology Group (METG) is established by EANPG to pursue the tasks of the Group in the field of aeronautical meteorology in support to the relevant ICAO Strategic Objectives (mostly Safety and Efficiency, and to certain extent, Environment and Continuity) with the following TORs:

a) Ensure the continuous and coherent development of the MET Part of the European ~~Air Navigation Plan (Basic ANP and FASID, Doc 7754)~~eANP and other relevant regional documents taking into account the evolving operational requirements in the EUR Region and the need for harmonization with the adjacent regions in compliance with the Global Air Navigation Plan;

b) Monitor and coordinate implementation of the relevant ICAO SARPs and regional meteorological procedures, facilities and services by the EUR States and where necessary ensure harmonization, taking due account of financial and institutional issues;

c) Identify any deficiencies in the field of aeronautical meteorology in the EUR Region and ensure the development and implementation of relevant action plans by the States to resolve them;

d) Foster implementation by facilitating the exchange of know-how and transfer of knowledge and experience, in particular, between the Western and Eastern parts of the Region;

e) Provide input to the work of appropriate ICAO bodies in the field of aeronautical meteorology, according to the established procedures.

Work Programme

To ensure that the objectives of METG are met in accordance with the TORs, the group shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by the COG. The following are the main principles to be followed in setting up the Work Programme of METG:

a) The work programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains5 in MET which are subject to regional planning and implementation;

c) The progress on the tasks/projects should be reviewed regularly by METG and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality.

d) To facilitate the execution of its work programme, METG may set up Project Teams, if and when required, charge them with specific tasks and define target dates for their completion. After completion of the task(s), the Project Team(s) will be dissolved.

[5] The main implementation MET domains for the EUR Region at present are: Implementation of the WAFS, including SADIS; Implementation of advisory and warning services (IAVW, SIGMET, AIRMET); Exchange of OPMET information; MET services for ATM.

In conducting its activities, METG should follow the following guidance given to the Group by the EANPG and COG:

- Maintain close coordination with relevant EANPG contributory bodies to ensure harmonious development of the EUR air navigation system as a whole;
- Conduct periodic reviews and originate, as necessary, proposals for amendment of ~~Part VI - MET of the EUR Basic ANP and FASID (Doc 7754)~~relevant sections of the European eANP and EUR SUPPs (Doc 7030);
- Seek co-ordination and harmonization with the relevant planning and implementation activities in other ICAO Regions;
- Use different techniques to monitor implementation in the States (such as, regional surveys, monitoring exercises, regional tests and simulations, etc.) and identify deficiencies; conduct risk analysis to prioritize the identified deficiencies and prepare proposals to EANPG to ensure the urgent resolution of safety-related MET deficiencies;
- Identify areas where assistance to individual States or sub-regions is necessary to eliminate deficiencies and improve harmonized implementation of the MET facilities and services through the established mechanisms (e.g., SIP or ICAO TCP projects) and prepare proposals thereon;
- Ensure close liaison between EANPG and the MET operations groups established by ANC: WAFSOPSG, IAVWOPSG, SADISOPSG, and with relevant ANC study groups and/or panels in addressing MET matters; Provide feed-back received from States on problems impeding implementation which need to be addressed by appropriate ICAO bodies;
- Assist the Secretariat in developing and keeping up-to-date of regional guidance material as necessary to foster the implementation by the States of the global requirements and regional procedures on aeronautical meteorology;
- Prepare proposals and support organization of regional seminars and workshops in the field of aeronautical meteorology with emphasis on implementation issues;
- Pay appropriate attention to activities in the field of aeronautical meteorology within other international bodies (WMO, EUROCONTROL, EC) on regional issues and analyze related implementation aspects;
- Identify and refer to COG and EANPG emerging institutional issues related to the planning and implementation of the meteorological services and facilities in order to ensure that such issues are addressed in a coherent manner with the respective ICAO plans, strategies and provisions.

4. Composition of the METG

~~Armenia (on behalf of Armenia, Azerbaijan and Georgia), Austria, Belgium, Czech Republic, Denmark, Finland, France, Germany, Ireland, Italy, Kazakhstan (on behalf of Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan and Uzbekistan), Latvia (on behalf of Estonia, Latvia and Lithuania), Netherlands, Portugal, Romania, Russian Federation, Slovakia, Slovenia, Spain, Switzerland, United Kingdom, USA, EUROCONTROL, IAOPA, IATA, IFALPA, WMO~~
Representatives from all ICAO Contracting States who are service providers in the ICAO EUR Region, Iceland, United States and International Organisations (CANSO, EUROCONTROL, IAOPA, IATA, IFALPA, WMO)

ROUTE DEVELOPMENT GROUP – EASTERN PART OF THE ICAO EUR REGION (RDGE)

Establishment **2003. EANPG Decision 45/34, ToRs revised at COG/50 in June 2011**

Terms of Reference

The Route Development Group **RDGE** works within the terms of reference of the EANPG, on matters related to ATS route planning and implementation in the Eastern part of the ICAO European Region that are included in the following task list:

a) Develop and maintain working procedures for:

- RDGE and its four subgroups and
- procedures to handle the proposals for amendment to the EUR ANP;

b) Identify requirements/improvements for maintaining an efficient ATS route network, based on the airspace users needs in coordination with States, international organizations (IOs) and other ICAO Regions;

Note: the "ATS Route Catalogue" is a live document; it should be reviewed and amended at each RDGE meeting

c) Review and amend the components of the national ATS route structure in order to ensure their compliance with the ICAO requirements (i.e. 5LNC, ATS-Route designators, WGS-84 coordinates, etc.);

d) Develop proposals for amendment to the EUR eANP concerning the ATS route network;

e) Ensure the implementation of the approved amendments to the EUR eANP;

f) Provide user requirements during development and participate in testing of web-based ATS Route Planning Tool.

Composition

Armenia, Azerbaijan, Belarus, Bulgaria, Estonia, Finland, Georgia, Hungary, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Norway, Poland, Republic of Moldova, Romania, Russian Federation, Sweden, Tajikistan, Turkey, Turkmenistan, Ukraine, Uzbekistan, EUROCONTROL, IAC, IBAC, IACA, and IATA

With regard to specific regional coordination matters the following adjacent States will also be invited: Afghanistan, Canada, China, Democratic People's Republic of Korea, Iran, Iraq, Japan, Mongolia, Pakistan, Syrian Arab Republic, United States.

Note: The Cross Polar Working Group (CPWG) could also be invited to participate on specific issues related to ATS route planning and implementation in the Far East Area of the ICAO EUR Region.

Structure

Plenary and sub-regional groups as required.

RDGE WORKING PROCEDURES ***(to be revised after EUR eANP has been approved)***

STEP 1 Preliminary information on new ATS routes to be proposed to RDGE.

Before an RDGE meeting, preferably not later than two months in advance, RDGE members from States and International Organizations submit descriptions of new proposed ATS routes to the Secretariat.

STEP 2 Dissemination of the information of new ATS routes amongst the RDGE members.

The Secretariat processes the information received and includes the new proposed ATS routes in the ATS Route Catalogue of the RDGE. The updated RDGE ATS Route Catalogue is sent out by e-mail to the RDGE members and other parties concerned by the proposal.

STEP 3 Discussions at and Coordination between the meetings.

At the RDGE meeting, for the sake of efficiency, the forum of the Meeting is divided into four subgroups to cover several geographical areas simultaneously, namely:

a) Baltic area and its interface;

b) Black Sea and South Caucasus area and its interface;

c) Middle Asia area and its interface; and

d) Far East area and its interface.

Other subgroups or task forces may be established, if required.

At the RDGE meeting, the working groups discuss the proposals and agree on actions and deadlines for their execution to enable the States to continue coordination on a bilateral or multilateral basis between the meetings. The actions and deadlines agreed are reflected in the RDGE ATS Route Catalogue.

If required, ad-hoc and mini-RDGE meetings are convened by the Secretariat or the RDGE members themselves in order to expedite the coordination and implementation of the proposed ATS Routes.

Between the meetings, the RDGE members ensure that the coordinates of new waypoints are calculated with required precision and States reserve the ICAO route designators and five-letter name-codes of the waypoints through the ICARD system.

If further coordination of the waypoints is required to finalize the proposal, the RDGE members continue discussions with their counterparts in the neighbouring States on a bilateral basis and inform the Secretariat on the results of their discussions.

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For ATS Routes over the High Seas: ***(to be revised)***

STEP 4 Amendment of the Air Navigation Plan (Basic ANP)

The mission of the RDGE with regard to new ATS routes and the associated amendment of the ANP is to prepare agreed technical material required to originate formal proposals for amendment (PfA) to the ICAO Air Navigation Plan (Doc 7754).

In order to ensure the most efficient and expeditious handling of the proposals for amendment to the *Air Navigation Plan - European Region* (EUR ANP) (Doc 7754), the following procedures should apply:

- Procedure One (HS-P1 – "*Fast-track procedure*") – ICAO Secretariat circulates the proposal on behalf of the "initiating" States (or ICAO Secretary General), as a direct outcome of the RDGE meeting (for proposals requiring a short term implementation and without any expected objection);

- Procedure Two (HS-P2 – "*Confirmation procedure*") – ICAO Secretariat prepares a draft proposal and circulates it to the "initiating" States for confirmation; the "initiating" States have a two week deadline for comments; "silent procedure" applies (i.e. no comments received means agreement); after the confirmation stage, if no objections received, the ICAO Secretariat officially circulates the proposal on behalf of the "initiating" States;

- Procedure Three (HS-P3 – "*IO procedure*") – ICAO Secretariat circulates the proposal on behalf of an international organisation directly concerned with the operation of aircraft ("initiating" IO), as a direct outcome of the RDGE meeting;

- Procedure Four (HS-P4 – "*EANPG Procedure*") – ICAO Secretariat prepares a draft proposal and circulates it to the EANPG members (via electronic correspondence) for consideration and comments; EANPG members have a deadline of up to three week for comments; "silent procedure" applies; after the consultation stage, if no objections received, the ICAO Secretariat circulates the official proposal on behalf of the EANPG.

The procedure to be applied would be selected by the ICAO Secretariat on a "case by case" evaluation, based on the recommendations of the RDGE meeting.

Note: The above referenced procedures do not preclude any State to initiate its own ATS route-related proposal for amendment.

Note: Whilst it is acceptable to submit proposals for amendment to the ANP without prior agreement with neighbouring States (in this case, Note 2 or 4 is included in route descriptions), the States participating in RDGE activities are encouraged to avoid this practice. This is to ensure that the ANP does not become saturated with ATS routes which are not feasible to implement.

Before submitting the Proposal for Amendment, RDGE (and/or States concerned) will ensure that the following information is accurate and consistent with the ICARD system and the FASID Table CNS-4 (Navigational aids):

- five-letter name-codes of waypoints and their coordinates;
- route designators; and
- spelling of navigational aids and their coordinates.

STEP 5 Publication of the ATS Routes

After the Amendments to the ANP have been circulated and approved, the States promulgate the aeronautical information on the ATS routes so that all concerned receive it a minimum of 2 AIRAC cycles (56 days) before the effective date.

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For ATS Routes over the sovereign territory:

STEP 4 Amendment of the ATS Route network

In order to ensure the most efficient and expeditious handling of the amendment of the ATS Route network, the following procedures should apply:

- Procedure One (P1 – "*Fast-track procedure*") – Any ATS route proposal that is agreed as a direct outcome of the RDGE meeting (for proposals requiring a short term implementation and without any expected objection) to proceed to Step 5;

- Procedure Two (P2 – "*Confirmation procedure*") – ICAO Secretariat prepares a circular letter and circulates it to the "initiating" States for confirmation; the "initiating" States have a two week deadline for comments; "silent procedure" applies (i.e. no comments received means agreement); after the confirmation stage, if no objections received, the ICAO Secretariat officially informs the "initiating" States that of its agreed status and to proceed to Step 5;

The procedure to be applied would be selected by the ICAO Secretariat on a "case by case" evaluation, based on the recommendations of the RDGE meeting.

Note: The above referenced procedures do not preclude any State to initiate its own ATS route-related proposal for amendment.

Before submitting the Proposal for Amendment, RDGE (and/or States concerned) will ensure that the following information is accurate and consistent with the ICARD system and the FASID Table CNS-4 (Navigational aids):

- five-letter name-codes of waypoints and their coordinates;
- route designators; and
- spelling of navigational aids and their coordinates.

STEP 5 Publication of the ATS Routes

After the amendments to the ATS Route network have been agreed and not objected, the States concerned promulgate the aeronautical information on the ATS routes so that all concerned receive it a minimum of 2 AIRAC cycles (56 days) before the effective date.

STEP 6 Report on implementation of routes

The RDGE members report on the implementation of ATS routes to the RDGE meeting, and the RDGE ATS Route Catalogue is updated accordingly.
Airspace user organizations convey their feedback on operations and utilization of the new ATS routes. Corrective actions are undertaken, if required, to further improve the newly established route structure.

COG TASK FORCES

COG AIM TASK FORCE

Terms of Reference

The COG AIM Task Force works within the terms of reference of the EANPG, on matters related to Aeronautical Information Management in the Eastern Part of the ICAO European Region that are included in the following task list:

a) monitor and follow-up the Status of implementation of the ICAO requirements in the AIS/MAP field in the Eastern Part of the European Region;

a) identify and review specific deficiencies related to the AIS/MAP field in the States of the Eastern Part of the European Region and recommend action to be taken to eliminate them;

b) harmonize, coordinate and support the eTOD implementation activities in the Eastern Part of the European Region;

c) monitor and review latest developments in the AIS/MAP field;

d) plan for the transition from AIS to AIM in the Eastern Part of the European Region and ensure that the planning and implementation of AIM in the region, is coherent and compatible with the developments in adjacent regions, and that it is carried out within the framework of the ATM Operational Concept, the Global Air Navigation Plan and the associated Global Plan Initiatives (GPIs).

Composition of the COG AIM Task Force

Members: Latvia, Russian Federation, Ukraine and EUROCONTROL. Regular participants from all States in the ICAO EUR Region are welcome.

COG PBN TASK FORCE

Establishment : June 2008

COG Decision 41/2 – PBN Implementation Task force

That:

a) a PBN Implementation Task Force (PBN TF) be created under the auspices of the EANPG COG with terms of reference;.

b) PBN TF be convened and start working on the development of the regional PBN implementation plan as soon as possible;

c) PBN TF coordinate its work with the other COG Contributory Bodies and EUROCONTROL; and

d) PBN TF report regularly to COG and conclude its work in time to present a PBN implementation plan to EANPG/51 or earlier.

Terms of Reference

a) Develop a EUR Regional PBN implementation plan with objectives and timelines in accordance with the ICAO PBN goals and milestones. This PBN implementation plan must be based on the following strategic objectives and guiding principles:

Strategic objectives:

i) Requirements for navigation systems should be linked with operational requirements

ii) Multiple avionics equipage and/or ground-based systems should be avoided;

iii) Avoid the need for multiple airworthiness and operational approvals;

iv) Amend the contents of the EUR ~~ANP~~ eANP and EUR Supplementary procedures in respect of the PBN planning and implementation.

Guiding principles:

i) That changes are warranted on safety, capacity, efficiency basis

ii) Continued application of conventional air navigation procedures during the transition period, to guarantee the operations by users that are not RNAV- and/or RNP-equipped;

iii) The needs of all stakeholders should be considered in development of the ICAO EUR PBN Implementation Plan;

iv) That planning should be kept at a strategic level avoiding unnecessary details impacting legitimate business needs of individual stakeholders.

v) The ICAO EUR PBN implementation plan should address at least the short term (2008-2012) and medium term (2013-2016); and

vi) The ICAO EUR PBN implementation plan shall be completed by EANPG/51.

b) Carry out specific studies, develop guidance material and facilitate training to assist States with RNAV/RNP implementation in the en-route, terminal, and approach flight phases, taking into account the performance based navigation (PBN) concept, according to the ICAO Strategic Objectives and Global Plan Initiatives (GPI) on this matter (GPI 5, 7, 10, 11, 12, 20, 21);

c) Identify other issues/action items arising from the work of ICAO or for consideration by ICAO in order to facilitate regional and global harmonization of existing applications as well as future implementation of Performance Based Navigation operations;

d) Review the States' PBN implementation documentation to ensure regional harmonization and for possible inclusion in ICAO-developed model documentation;

e) Address other regional PBN implementation issues as needed; and

f) The Task Force should report to the EANPG COG, in coordination with the Air Traffic Management Group - Eastern Part of the ICAO Region (ATMGE) of the EANPG and AWOG on APV issues.

Composition of the COG PBN Task Force

Members: Azerbaijan, Belgium, Finland, France, Germany, Italy, Kazakhstan, Latvia, Romania, Serbia, Turkey, Ukraine, United Kingdom, United States, EUROCONTROL and IATA. Regular participants from all States in the IAO EUR Region are welcome.

~~COG TASK FORCE ON TRAINING~~COG TASK FORCE ON LANGUAGE PROFICIENCY REQUIREMENTS IMPLEMENTATION (LPRI)

Establishment: renamed in 2014. EANPG Decision 56/xx

~~Terms of Reference~~

~~.The COG Task Force on Training works within the terms of reference of the EANPG, on the following tasks:~~

~~a) Compile and complete data provided by States and build up a comprehensive picture of States' requirements in the field of training, with particular emphasis on English language and ATS;~~

~~b) Establish a comprehensive picture of available training facilities suitable to meet the above requirements;~~

~~c) Suggest the actions to be taken to meet the above mentioned requirements; and~~

~~d) Report to the EANPG COG.~~

~~Composition of the COG Task Force on Training~~

~~Members and Regular Participants: Belarus, Czech Republic, Kazakhstan, Latvia, Russian Federation, Slovakia, Ukraine and EUROCONTROL.~~

Terms of Reference

The COG Task Force on Language Proficiency Requirements Implementation (COG LPRI TF) works within the terms of reference of the EANPG, to raise the awareness on safety-related language issues among stakeholders concerned: regulators, national LP focal points, training organizations, airspace users, ANSPs and test service providers through varies ICAO activities, including multi-regional workshops.

The Task Force shall undertake necessary actions to closely liaise with other regional groups/bodies (e.g. EASA), in order to streamline the relevant processes/procedures across the Region and cover the following non exhaustive list of activities:

a) develop a check-list for the status of the implementation and maintenance of LPR and maintain it up-to-date through regular communication with States;

b) develop a standardized set of information to be included in each format (LP certificate, assessment body approval) and encourage States to use it;

c) define a five year work plan for issues related to the LPR implementation, fostering a culture enabling State authorities to share best practices in language test maintenance, on-going development, examiners training and research by sharing best practices and bringing together the relevant stake holders in research, industries and authorities;

d) bring together the relevant stakeholders by coordinating and organizing regional workshops as required; and

e) support all stakeholders in coordinating research projects related to the issues listed above.

Composition of the COG Task Force on Language Proficiency Requirements Implementation

Members and Regular Participants: Austria, Azerbaijan, Belarus, Czech Republic, France, Germany, Hungary, Italy, Kazakhstan, Latvia, Russian Federation, Slovak Republic, Switzerland, Ukraine, EU. EASA, EUROCONTROL, IATA, IAOPA, IFATCA, ICAEA, FSF, IFALPA, JAA TO, IAC.

COG MET/ATM TASK FORCE

Establishment: April 2009, COG Decision by correspondence

Scope/Objective

Recognizing the need for active collaboration between the ATM and MET communities in order to ensure the adequate integration of the MET information in the ATM decision-making, the MET ATM TF is established by the EANPG COG and NAT IMG to pursue the tasks related to the development of integrated MET and ATM requirements supporting the regional implementation of the Global ATM Concept. The work of the Task Force will take into account ATM developments such as SESAR and NEXTGEN and the need to ensure seamlessness and interoperability across the EUR/NAT interface and other regional developments.

Tasks/Deliverables

a) To develop a regional strategy for the implementation of MET services and products supporting the Global ATM Concept taking into account developments in ATM (such as SESAR and NEXTGEN) and the need to ensure interoperability and seamlessness;

b) To prepare integrated detailed proposals

   i) to amend relevant ICAO regional documentation (Doc 7030, EUR and NAT eANPs and others as/if necessary);

   ii) for consideration by appropriate ICAO bodies (AMOF SG, Air Traffic Management Concept Panel (ATMCP)) in view of subsequently developing amendments to ICAO provisions (Annex 3, Annex 11, Doc 4444, Doc 9377);

c) To formulate recommendations for workshop programmes to enhance the awareness of the States regarding the new MET/ATM requirements and share knowledge and experience in planning/implementing of relevant new systems and products;

   Note: The planned workshops to be hosted by EUROCONTROL as a follow-up of the ICAO/EUROCONTROL Seminar on Met Support to ATM (Nov 2008) are envisaged

d) To draft guidance material to assist EUR and NAT States in incorporating MET/ATM requirements into local/national implementations supporting the Global ATM Concept taking into account the best practices currently being employed by States.

Working Arrangements

a) Deadline for deliverables: October 2011 (for presentation to COG and subsequently to EANPG)
b) Regular status reports to be provided to the EANPG COG, NAT IMG and METG
c) The Task Force will carry out its work via correspondence to the extent possible, limiting the need for meetings to a maximum of 2 per year
d) Co-chairs: One ATM representative and one MET representative

Composition:

Members: Austria, Belgium, France, Germany, Ireland, Italy, Latvia, Netherlands, Romania, Russian Federation, Switzerland, Ukraine, United Kingdom, EUROCONTROL, IFALPA. In addition, experts from: the Nordic States, IATA and WMO are welcome to join the group.

COG PERFORMANCE TASK FORCE

Establishment: COG/47 Decision in 2010, ToRs revised at COG/52 in December 2011

Scope/Objective

The Performance Task Force is established by the EANPG COG to implement the regional approach to the development of performance objectives and related measurable indicators and metrics supporting the regional implementation of the Global Performance of the Air Navigation System.

The work of the Task Force will take into account the ICAO provisions as well as the on-going initiatives in the Region

Tasks/Deliverables

a) Support the implementation of the performance based approach at regional level, taking into consideration the defined roles and responsibilities of all parties involved.

b) Provide as necessary support in the implementation of the regional performance framework through the provision of guidance material and workshops.

c) Initialise the regional performance framework reporting mechanisms in 2012 on a transitional basis in order to fine-tune the regional mechanisms and processes.

d) Further clarify the data to be provided by States for the implementation of the regional performance framework, giving due consideration to the data that is already collected in other reporting regimes (such as the EU Performance Scheme).

e) Prepare a prototype of the Regional Performance Review Report based on the information derived through the work of the TF for presentation at the COG and EANPG meetings.

f) Make recommendations for further evolution of the Regional performance framework through refinement and adaptation based on the regional needs (especially in the estimation of environmental benefits related to the implementation of the ANP or other national operational improvements) and giving due consideration to the existing initiatives within the Region and adjacent Regions;

Guiding Principles

In conducting this work, the TF should take into account the following, non-exhaustive principles:

• Avoid duplication of efforts and additional burden on States and use to the maximum extent possible the existing arrangements/solutions (e.g. results from the work developed within the EU Performance Scheme and Eurocontrol);

• Focus on those activities that would ensure improvement of the regional Air Navigation System (as a whole) with the benefit of the end users in mind;

• Whenever possible, build on current or developing processes, or existing data/statistics that may contribute to a specific KPA;

• Exploit existing best practice in other areas that might contribute to this work;

• Ensure, to the maximum extent possible, that whatever further recommendations are put forward as an output, should also be suitable to the application in the NAT Region.

• Harmonize, at a regional level, the estimation of the environment benefits from operational improvements in order to reach consistent results (i.e. through the use of the ICAO Fuel Savings Estimation Tool – IFSET tool or the availability of a more advanced model/measurement capability)

Working Arrangements

a) The Task Force will have a limited number of meetings (max. 4 meetings) and it is proposed to have a dedicated stakeholder workshop in the Eastern part of the EUR Region. The first meeting is expected to take place in the 1st Quarter of 2012.
b) Further work will be carried out by correspondence and through Teleconferences, limiting the need for additional meetings.
c) Further phases of the work will be subject to decisions from the COG

Composition:

Representatives from any accredited State, Airspace Users (IATA, IACA, IBAC), IFATCA, IFALPA, CANSO, Eurocontrol, European Commission, EASA, IAC.

EUROPEAN SEARCH AND RESCUE TASK FORCE (EURSAR/TF)

Establishment:2014 - EANPG Decision 56/08

Terms of Reference

Objective

1- In collaboration with affected stakeholders and in close cooperation with the International Maritime Organization (IMO), the objective of the European Search and Rescue Workgroup is to promote the enhancement and improvement of SAR facilities and services within the EUR Region and adjacent regions, in accordance with:

a) Annex 12 to the Convention on International Civil Aviation; and
b) the International Aeronautical and Maritime SAR Manual (IAMSAR).

2- The EURSAR/TF will be expected to deliver a plan within two years of establishment for enhancement of SAR capability within the EUR Region, including enhancement of SAR services with neighboring States.

Tasks

3- To meet its objectives, the Task Force shall:

a) review the current status of SAR preparedness of EUR Region States;
b) review State SAR Arrangements for commonality with those of neighboring States to facilitate SAR coordination and cooperation across regional boundaries;
c) monitor outcomes from EANPG ATM/AIS/SAR activities, other ICAO Region SAR groups, ICAO/IMO Joint Working Group (JWG) and related forums for issues that may affect the EUR Region;
d) analyse contingency procedures in use in other ICAO Regions, and cooperate with other groups which are involved with similar work in adjacent airspaces, in order to achieve harmonized inter-regional solutions;
e) identify areas where SAR planning and preparedness requires improvement in terms of compliance with Annex 12, the IAMSAR Manual and accepted best practice;
f) make recommendations for improvement of SAR systems.

Reporting

4- The EURSAR/TF reports to the EANPG/COG. A line of communication will be provided to the IMO on EURSAR/WG outcomes.

Membership

5- The membership of the EURSAR/TF is open to the EUR States and administrations that have the responsibility for the provision of SAR services and facilities within the EUR Region, SAR related international organizations, IMO and ICAO. The membership is also open to participants from outside the EUR Region or organizations that can contribute to EURSAR/TF by invitation from EURSAR/TF (such as military organizations that can facilitate SAR operations).

EUROPEAN AND NORTH ATLANTIC VOLCANIC ASH EXERCISES STEERING GROUP (EUR/NAT VOLCEX SG)

(as updated by EANPG COG/48 and NAT IMG/37)

Objective: Improve the response to volcanic eruptions and volcanic ash contamination by the relevant national supervisory authorities, service providers (ATS, AIS, ATFM, MET) and airspace users (airlines) in the EUR and NAT Regions through organizing regular volcanic ash exercises in accordance with the current Volcanic Ash Contingency Plan – EUR and NAT Regions and the VOLCEX OPINS in order to validate and continually improve the common volcanic ash ~~contingency plan and~~ procedures for the EUR and NAT Regions.

Tasks:

- Co-ordinate ~~with all participants in the volcanic ash exercises (ACCs, airlines, VAACs, MWOs, CFMU, MATMC)~~ the schedule for the exercises and their main objectives and scenarios; ensuring that exercises cover ~~all~~ those parts of the EUR and NAT Regions that ~~could~~ would likely be affected by volcanic ash. Prepare a two year working plan of steering group meetings, planning meetings, exercises, and debrief meetings. ~~, except for e~~

  Note: Planning and debrief meetings are conducted in accordance to the European and North Atlantic Volcanic Ash Exercises Operating Instructions (EUR/NAT VOLCEX OPINS) as posted at http://www.paris.icao.int/Met/Volc_Ash/index.htm.

  Note: Exercises in the (far) Eastern part of the EUR Region ~~which~~ are the responsibility of the Volcanic Ash Exercises Steering Group for the (far) Eastern part of the EUR Region (EUR (EAST) VOLCEX/SG) established by EANPG COG/48.

- Each SG member is to represent a number of stakeholders, in order to ensure that the interests of these entities are included in the collective decision making, while keeping the number of SG entities within limits.

- ~~Keep under review the regional VA exercise procedures, including VA Exercise Operating Instructions (VOLCEX OPINS), and make improvements based on the lessons learnt. (Regional VA exercise procedures, and other relevant material, to be posted on the EUR/NAT Regional Office website).~~

- ~~Organize in parallel with the VA exercises, awareness events, such as seminars and presentations, in order to enhance the awareness of the participants regarding the hazardous effects of volcanic ash and the established contingency measures.~~

- Based on the outcome of the VA exercises, propose (to EANPG COG and NAT IMG) improvements to the common volcanic ash contingency ~~plan~~ procedures for the EUR and NAT Regions.

- Report the results of its activities to the EANPG COG and the NAT IMG on an annual basis. The group should also liaise with the METG of EANPG and the NAT ATMG. Additionally, through the Secretary, the group should liaise with the EUR (EAST) VOLCEX/SG~~)~~ of the EANPG COG.

Composition: Canada (incl. VAAC Montréal), France (incl. VAAC Toulouse), Germany, Iceland (Co-Rapporteur), Ireland, Italy, Norway, Portugal, Russian Federation (incl. MATMC), United Kingdom (Co-Rapporteur) (incl. VAAC London), United States of America (incl. VAAC Washington), EUROCONTROL (incl. CFMU), ICAO (Secretary) and IATA.

Attendance: One representative per State or organization
VOLCEX/SG meetings to be held back to back with planning and debrief meetings as appropriate.
As appropriate work to be done through correspondence.

VOLCANIC ASH EXERCISES STEERING GROUP FOR THE (FAR) EASTERN PART OF THE EUR REGION (EUR (EAST) VOLCEX)

TERMS OF REFERENCE OF EUR (EAST) VOLCEX/SG

The Volcanic Ash Exercises Steering Group for the (far) Eastern part of the EUR Region (EUR (EAST) VOLCEX/SG), has been established by the EANPG COG Decision 48/04 (held 6 to 8 October 2010). The main task of the EUR (EAST) VOLCEX/SG is to initiate and maintain a programme of regular volcanic ash exercises in the (far) Eastern Part of the EUR Region.

TERMS OF REFERENCE

Objective: Improve the response to volcanic eruptions and volcanic ash contamination by the relevant national supervisory authorities, service providers (ATS, AIS, ATFM, MET) and airspace users (airlines) in the (far) Eastern part of the EUR Region through to organizing of regular volcanic ash exercises in order to validate and continually improve the common volcanic ash contingency plan and procedures for the EUR and NAT Regions.

Tasks:

- Co-ordinate with all participants in the volcanic ash exercises (ACCs, airlines, VOs, VAACs, MWOs, National ATMCs ~~MATMC~~) the schedule for the exercises and their scenarios; ensuring that exercises cover the (far) Eastern part of the EUR Region that could be affected by volcanic ash, with impact scenarios on trans-east, ~~trans-polar and/or~~ ~~cross-polar routes~~ and north Pacific (e.g. NOPAC and PACOTS) routes.

- Develop and keep under review regional (define) VA exercise procedures, including VA Exercise Operating Instructions (VOLCEX OPINS), and make improvements based on the lessons learnt. (Regional VA exercise procedures, and other relevant material, to be posted on the EUR/NAT Regional Office website).

- Organize in parallel with the VA exercises, awareness events such as seminars and presentations, in order to enhance the awareness of the participants regarding the hazardous effects of volcanic ash and the established contingency measures.

- Based on the outcome of the VA exercises, propose to EANPG COG improvements to the ~~common~~ regional volcanic ash contingency plan. ~~for the EUR and NAT Regions~~

- Report the results of its activities to the EANPG COG on an annual basis. The group should also liaise with the METG of EANPG. Additionally, through the Secretary, the group should liaise with the European and North Atlantic Volcanic Ash Exercises Steering Group (EUR/NAT VOLCEX/SG) of the EANPG COG and NAT IMG.

Composition to include appropriate fields of expertise such as ATM, MET, airspace users, regulatory authorities, VOs: Japan ~~(VAAC Tokyo)~~, Russian Federation ~~(incl. the Main ATM Centre (MATMC) in Moscow)~~, United States of America ~~(incl. VAAC Anchorage)~~, ICAO ~~(Secretary)~~ and IATA.

[Rapporteur(s) ~~to be determined at EUR (EAST) VOLCEX/SG/1~~ – Russian Federation]

REFERENCE DOCUMENTATION

ISSUE OF AND AMENDMENT OF EUR DOCUMENTS

Approved by EANPG/55, November 2013

EUR Documents are issued and maintained in line with the following principles:

1. A EUR Document constitutes supplementary reference and guidance material to be used by States, operators and service providers in the Region in support of planning, implementation and operations of EUR eANP facilities and services.
2. Regular reviews of current EUR Documents will be conducted by the responsible EANPG Contributory Bodies.
3. A document is proposed to receive EUR Document status on the basis of scope, content, area of applicability and time-frame of applicability.
4. A draft EUR Document that is issued by a Contributory Body should be reviewed by the COG before it is presented to the EANPG for formal endorsement and designation of the appropriate EUR Document number.
5. All amendments to the EUR Documents of a technical and non-contentious nature are to be endorsed by the EANPG COG. Such revisions should be of a routine nature of existing EUR Documents (through COG Conclusions).
6. A formal decision by the EANPG, resulting in an EANPG Conclusion, will be necessary for major revisions and discontinuation of documents or for documents that may contain contentious material.
7. In the event that an amendment requires approval before the next EANPG or EANPG COG meeting is convened, the responsible EANPG Contributory Body will request the ICAO Regional Office to circulate the proposal by email to the EANPG or EANPG COG member States and international organizations for their comments.
8. In case of non-contentious amendments and the event that the responsible Contributory Body concludes that the revised version of a document needs to be issued before the next EANPG or EANPG COG meeting is convened, the updated version of the document will be published on the ICAO web-site with the indication "formal EANPG/COG approval pending"[6].
9. In the absence of objections at the deadline for comment, the new revision to the EUR Document will be considered approved. The ICAO Regional Office will inform the EANPG member States and international organizations of the approval by email.
10. The responsible EANPG Contributory Bodies and notes on the management of the respective EUR Documents are listed under "References" (page 33) of the *EANPG Handbook* (EUR Doc 001).

[6] The indication "formal EANPG/COG approval pending" will be used in cases of non-contentious but time-pressing amendments (e.g. NSAP Registry document) where the new versions of documents are published on the ICAO web-site after a conclusion of the appropriate Contributory Body.

LIST OF EUR DOCUMENTS AND THE RESPONSIBLE GROUPS FOR THEIR MAINTENANCE

LIST OF DOCUMENTS PROMULGATED BY THE EANPG

NUMBER	TITLE & *notes on configuration management*	Current Edition/Version	*Kept under review by*	*Amendments approved by*	Remarks
EUR Doc 001	EANPG Handbook ~~*Kept under review by COG – Amendments approved by EANPG*~~	~~5th Edition, Amendment 5 December 2008~~ 1st Edition, 2013	COG	EANPG	
EUR Doc 002	*AIS – Guidance material on AIS automation in the European Region*	*April 1990 - Discontinued*			***Discontinued***
EUR Doc 003	*ATFM Handbook*	*2nd Edition 1994 - Discontinued*			***Discontinued***
EUR Doc 004	*FEATS – Description of the Concept for the Future Air Traffic Management System in the European Region*	*June 1989 - Discontinued*			***Discontinued***
EUR Doc 005	EUR CIDIN Manual~~*Kept under review by AFSG – Amendments approved by EANPG COG*~~	6th Edition April 2011	AFSG	COG	

NUMBER	TITLE & *notes on configuration management*	Current Edition/Version	*Kept under review by*	*Amendments approved by*	Remarks
EUR Doc 006	ILS/VOR/FM compatibility in the EUR Region	1st Edition - Discontinued			***Discontinued***
EUR Doc 007	HEL/1 – Guidance material on helicopter operations over the high seas	1st Edition 1991 - Discontinued			***Discontinued***
EUR Doc 008	GATE Strategic ATM Planning Document	June 2000 - Discontinued			***Discontinued***
EUR Doc 009	Guidance material on the implementation of a 300 m (1000 ft) vertical separation minimum in the European RVSM airspace	Version 3 June 2001 - *Discontinued*			***Discontinued***
EUR Doc 010	Harmonized Access to AIS and MET Services~~*Kept under review by METG*~~ ~~*Amendments approved by EANPG COG*~~	Second Edition March 2003	METG	COG	
EUR Doc 011 Supplement to EUR Doc 011	EUR Frequency management Manual~~*Kept under review by FMG*~~ ~~*Amendments approved by EANPG COG*~~	December 2012	FMG	COG	

NUMBER	TITLE & *notes on configuration management*	Current Edition/Version	*Kept under review by*	*Amendments approved by*	Remarks
EUR Doc 012	European Guidance Material on Continuity of service evaluation in support of the certification of ILS & MLS Ground Systems~~*Kept under review by AWOG – Amendments approved by EANPG COG*~~	1st Edition December 2002	AWOG	COG	
EUR Doc 013	European Guidance Material on Aerodrome Operations under Limited visibility conditions~~*Kept under review by AWOG – Amendments approved by EANPG COG*~~	4th Edition September 2012	AWOG	COG	
EUR Doc 014	EUR SIGMET and AIRMET Guide~~*Kept under review by METG – Amendments approved by EANPG COG*~~	2nd edition 4th revision – August 2013	METG	COG	
EUR Doc 015	European Guidance material on managing building restricted areas~~*Kept under review by AWOG – Amendments approved by EANPG COG*~~	2nd Edition September 2009	AWOG	COG	

NUMBER	TITLE & *notes on configuration management*	Current Edition/Version	*Kept under review by*	*Amendments approved by*	Remarks
EUR Doc 016	European Guidance material on integrity demonstration in support of certification of ILS and MLS systems~~*Kept under review by AWOG – Amendments approved by EANPG COG*~~	1st Edition 2004	AWOG	COG	
EUR Doc 017	Transition methodology for the introduction and application of non-visual aids to All-weather operations in the European region of ICAO~~*Kept under review by AWOG – Amendments approved by EANPG COG*~~	1st Edition 2005	AWOG	COG	in the process of being developed/updated
EUR Doc 017 TKI	Identified Transition Key Issues for the Introduction and Application of Non-Visual Aids to All-Weather Operations in the European Region of ICAO~~*Kept under review by AWOG – Amendments approved by EANPG COG*~~	4th Edition September 2013	AWOG	COG	

NUMBER	TITLE & *notes on configuration management*	Current Edition/Version	*Kept under review by*	*Amendments approved by*	Remarks
EUR Doc 018	EUR OPMET Data Management Handbook~~*Kept under review by METG –*~~ ~~*Amendments approved by EANPG COG*~~	5th Edition – version 1.11 August 2012	METG	COG	
EUR Doc 019	Volcanic ash Contingency Plan EUR and NAT Regions~~*Kept under review by EANPG COG –*~~ ~~*Amendments approved by EANPG & NAT SPG*~~	2nd Edition December 2010	COG	EANPG	
EUR Doc 020	EUR AMHS Manual~~*Kept under review by AFSG –*~~ ~~*Amendments approved by EANPG COG*~~	Version 8.0 April 2013	AFSG	COG	
EUR Doc 021	ATS Messaging Management Manual *Kept under review by AFSG – Amendments approved by EANPG COG*	Version 9.0 April 2013	AFSG	COG	
EUR Doc 022 *(Restricted)*	EUR AFS Security Guidelines~~*Kept under review by AFSG –*~~ ~~*Amendments approved by EANPG COG*~~	Version 5.0 April 2013	AFSG	COG	

NUMBER	TITLE & *notes on configuration management*	Current Edition/Version	*Kept under review by*	*Amendments approved by*	Remarks
EUR Doc 023 Attachment CAL	European Secondary Surveillance Radar (SSR) code management plan~~*Kept under review by (SSR Code Planning Group) SCPG – Amendments approved by EANPG COG*~~	1st Edition, Amendment 1 March 2012	SCPG	COG	
EUR Doc 024	SSR MODE S Interrogator Code (IC) Allocations for the EUR region~~*Kept under review by the MICoG (IC Allocation Cell the Mode S IC Coordination Group) – Amendments approved by EANPG COG*~~	1st Edition, Amendment 3 2013	MICOG	COG	
EUR Doc 025	EUR RNP APCH Guidance Material~~*Kept under review by EUR PBN TF - Amendments approved by EANPG COG*~~	1st Edition December 2012	COG PBN TF	COG	
EUR Doc 026	EUR AMHS COM Center Training Guidelines~~*Kept under review by AFSG – Amendments approved by EANPG COG*~~	Version 1.0 April 2012	AFSG	COG	

NUMBER	TITLE & *notes on configuration management*	Current Edition/Version	*Kept under review by*	*Amendments approved by*	Remarks
EUR Doc 027	EUR AMHS IP Infrastructure Test Guidelines~~*Kept under review by AFSG - Amendments approved by EANPG COG*~~	Version 1.0 April 2012 (provisional edition)	AFSG	COG	
EUR Doc 028	EUR NSAP Address Registry~~*Kept under review by AFSG - Amendments approved by EANPG COG*~~	Version 3.0 April 2013	AFSG	COG	
EUR Doc 029	ICAO EUR PBN Approvals Guidance Material~~*Kept under review by COG PBN TF - Amendments approved by EANPG COG*~~	*1st Edition December 2013*	COG PBN TF	COG	
EUR Doc 030	ICAO EUR Performance Framework Document~~*Kept under review by COG Performance TF - Amendments approved by EANPG COG*~~	*1st Edition December 2013*	COG PERF	COG	

These documents are intended as reference for operators and service providers in the ICAO EUR Region and for their respective regulators.