



International Civil Aviation Organization

Aerodrome Safety & Planning Implementation Group

First Meeting (ASPIG/1)

(Cairo, Egypt, 19-21 November 2019)

Agenda Item 3: ASPIG Terms of Reference

ASPIG TERMS OF REFERENCE

(Presented by the Secretariat)

SUMMARY

This paper presents the Draft of the Terms of References (TORs) of the ASPIG for its approval by the RSC/7.

Action by the meeting is at paragraph 3.

1. INTRODUCTION

1.1 The main purpose of the Regional Aviation Safety Group–Middle East (RASG-MID) would be to develop an integrated, data-driven strategy and implement a Work Programme that supports a regional performance framework for the management of safety. This approach is designed to reduce the commercial aviation fatality risk in the MID Region and promote States and industry safety initiatives in line with the ICAO Global Aviation Safety Plan (GASP) vision, mission and goals translated into the regional objectives and priorities outlined in the MID Region Safety Strategy.

2. DISCUSSION

2.1 As a subsidiary body of the RASG-MID, the ASPIG will operate in coordination with the RSC. The Work Programme of the ASPIG should be in line with the Global Aviation Safety Plan (GASP) and supporting the Global Air Navigation Plan (GANP). In this regard, a draft Terms of Reference of the ASPIG, will be finalized during the ASPIG/1 meeting to be approved by the RSC/7, as agreed by the MIDANPIRG/17 & RASG MID/7 meeting.

2.2 The proposed Terms of Reference (TORs) is at **Appendix A**.

3. ACTION BY THE MEETING

3.1 The meeting is invited to review and finalize the Draft ASPIG TORs for its approval by the RSC/7.

APPENDIX A

TERMS OF REFERENCE

AERODROME SAFETY, PLANNING AND IMPLEMENTATION GROUP (ASPIG)

<p>Background</p>	<p>The Seventh meeting of the Regional Aviation Safety Group-Middle East (RASG-MID/7) held in Cairo, Egypt from 15 to 18 April 2019, endorsed the revised RASG-MID Organizational Structure and agreed on the establishment of the ASPIG.</p>
<p>Scope of Work</p>	<p>The ASPIG develops and implements Safety, Capacity and Efficiency Enhancement Initiatives related mainly to AGA issues including:</p> <ul style="list-style-type: none"> • Aerodrome Planning and Design; • Heliports; • Aerodrome System Capacity Enhancement; • Aerodrome Certification; • Runway Safety; • Aerodrome Visual Aids for Navigation; • Aerodrome Operations and Services; • Ground Handling Operations • Aerodrome Emergency Response Planning; • Coordination between AGA and ANS: ATM/AIM/CNS; • AN Deficiencies in the field of Aerodrome Operations; and • MID Region priorities and implementation of Safety and Air Navigation objectives set on the MID Region Safety and Air Navigation Strategies, in line with the Global Aviation Safety Plan (GASP) and Global Air Navigation Plan (GANP). <p>In addition, the ASPIG should coordinate with other entities managing an extended scope including:</p> <ul style="list-style-type: none"> • Air traffic management; • Aircraft operations; and • Aeronautical information management.
<p>Chairmanship</p>	<p>The Chairperson will:</p> <ol style="list-style-type: none"> 1. call for ASPIG meetings; 2. chair the ASPIG meetings; 3. keep focus on high priority items;



<p>Chairmanship</p>	<ol style="list-style-type: none"> 4. ensure agendas meet objectives to improve safety; 5. provide leadership for ongoing projects and accomplishments; 6. promote consensus among the group members; 7. coordinate ASPIG activities closely with the Secretariat and follow-up meeting outcomes and actions; and 8. promote ASPIG and lobby for contributors.
	<p>In order to ensure the necessary continuity in the work of the ASPIG the Chairperson, the Vice-Chairperson are held by each Member State (i.e.: Bahrain, Egypt, Iran, Iraq, Jordan, Kuwait, Lebanon, Libya, Oman, Qatar, Saudi Arabia, Sudan, Syria, UAE and Yemen) for a period of Three (03) years. The Chairperson chairs the ASPIG meeting in collaboration with the Secretariat.</p>
<p>Membership</p>	<p><u>Permanent Membership</u></p> <p>AGA focal points and their alternates, officially assigned and communicated to the ICAO Middle East Regional Office by MID States, are the permanent members of the ASPIG.</p>
	<p><u>Observers</u></p> <p>The following Partners are the permanent Observers to the ASPIG:</p> <ul style="list-style-type: none"> • AACO Arab Air Carrier Organization • ACAC Arab Civil Aviation Organization • ACI Airports Council International • AIRBUS Airbus Aircraft Manufacturer • BOEING Boeing Commercial Airplane Company • CANSO Civil Air Navigation Services Organization • EUROCONTROL European Organisation for the Safety of Air Navigation • COSCAP-GS Cooperative Development of Operational Safety and Continuing Airworthiness Programme-Gulf States • EASA European Aviation Safety Agency • Embraer Embraer Aviation International • FAA United States Federal Aviation Administration • FSF Flight Safety Foundation • IACA International Air Carrier Association • IATA International Air Transport Association • IBAC/MEBAA International Business Aviation Council/ Middle East Business Aviation Association • IAOPA International Council of Aircraft Owner and Pilot Associations

<p>Membership</p>	<ul style="list-style-type: none"> • ICCAIA International Coordinating Council of Aerospace Industries Associations • IFALPA International Federation of Airline Pilots Association • IFATCA International Federation of Air Traffic Controllers Association • MEASR-TLST Middle East Aviation Safety Roadmap - Top Level Safety Team • WFP (UN) World Food Programme (United Nations) <p>International organizations, airport Operators, aircraft operators, maintenance and repair organizations, regional and sub-regional organizations, training organizations, aircraft manufactures, and air navigation service providers and any other allied organizations/representatives can be invited by ICAO/States to attend the ASPIG meetings in the capacity of observers.</p>
<p>Working arrangements</p>	<p>Member States provide technical expertise and collaborate in the development and implementation of the ASPIG desirables.</p> <p>Partners provide technical expertise and collaborate in the development and implementation of the ASPIG desirables.</p> <p>ICAO acts as Secretariat and provides necessary support to the ASPIG.</p>
<p>Objectives</p>	<p>Monitor the MID Region operational safety and efficiency of aerodromes operations and identify the associated deficiencies, analyze, review and monitor steps and corrective action plans made by concerned States for resolution of such deficiencies.</p> <p>Monitor developments and continuously update the MID Region Implementation Plans in the field of Aerodrome Planning and Operations, including the implementation of ICAO provisions.</p> <p>Follow-up and analyze achievements and progress in the implementation of certification of all aerodromes open for international aircraft operations, according to the Table AOP I-1 included in the Middle East Regional Air Navigation Plan (MID ANP), and promote safety management of aerodrome operations in the region.</p> <p>Ensure that the planning and implementation of Aerodrome design and operational requirements in the MID region is consistent with ICAO SARPs and Global Air Navigation Plan and reflecting global requirements for adequate aerodromes and safety of aircraft operations with particular attention payed to</p>



Objectives	the anticipated increase of traffic alleviating aerodrome congestion
	Ensure the continuous and coherent development of the Aerodrome Design and Operations parts of the MID ANP in a manner that is consistent with ICAO SARPs, the Global Air Navigation Plan and the Global Aviation Safety Plan.
	Facilitate the implementation of Aerodrome Design and Operations Services identified in the MID ANP Basic Building Block (BBB) and the Aviation System Block Upgrade (ASBU) Frameworks and MID seamless ATM Plan elements.
	Review, identify and address AN Deficiencies that impede the implementation or provision of efficient Aerodrome Design and Operation services and develop safety and efficiency enhancement initiatives and mitigation measures accordingly and provide recommended actions as appropriate.
Deliverables to meet the Objectives	Progress report submitted to RASG and MIDANPIRG addressing the ASPIG deliverables respectively in coordination with the RSC and MSG.
	Aerodrome Operations (AOP) parts of the MID ANP reviewed and, as necessary, amendment proposals prepared to update the MID ANP to reflect changes in the operational and global requirements.
	Level of implementation of Aerodrome Design and Operations services monitored and, as necessary, facilitated to support the effective implementation of the BBB and ASBU priority modules and MID seamless ATM Plan Operation Concepts.
	Air navigation deficiencies in the field of AOP (as listed in the MANDD database) reviewed and, as necessary, updated to reflect the current situation.
	Draft Conclusions and Decisions formulated relating to matters in the field of Aerodrome design and Operations that come within the scope of the RASG/MIDANPIRG work programmes.
Convening of meetings	The ASPIG Meeting will be convened every 18 months. At each of its meetings the Group should endeavour to agree on the dates and venue of its next meeting.
	If a State offers to host a meeting, it shall coordinate with the Secretary of the Group as early as possible, but in any case at least six (06) months in advance

<p>Convening of meetings</p>	<p>and, shall be responsible for providing a venue, services and all costs of travel, accommodation and subsistence allowance for Secretariat attendees.</p> <p>A convening letter for a meeting shall be issued by the Secretary of the Group, normally 90 days prior to the meeting. The convening letter should include the agenda, together with explanatory notes prepared by the Secretary in order to assist participants in preparing for the meeting.</p>
<p>Approval</p>	<p>Reference : RSC/7 Meeting</p> <p>Approved by : RSC</p> <p>Date :</p>

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