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ICAO

FAL Implementation Seminar
19 -23 June 2023

INTERNATIONAL
CIVIL AVIATION
ORGANIZATION

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RECONNECTINGTHEWORLD
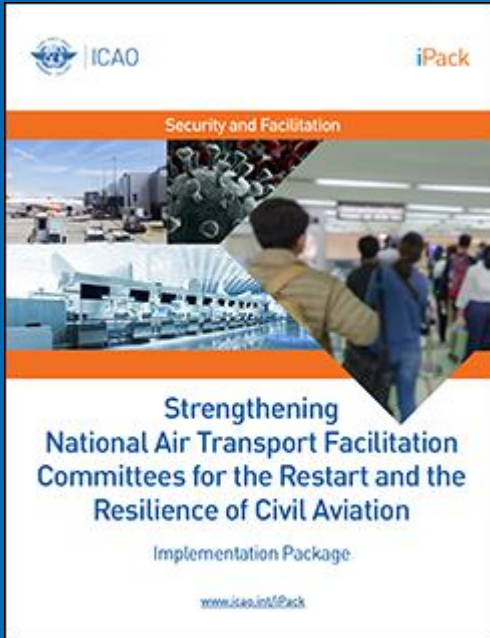
FAL iPack

OUTLINE

1. iPack Concept
2. Objectives of FAL iPack
3. Overview of the iPack Components
4. Deployment of iPack
5. Roles and Responsibilities

1- iPack Concept

An iPack is a bundle of standardized guidance material, training, tools and expert support which aim to facilitate and guide the implementation of ICAO provisions for State entities (e.g. Governments, Civil Aviation Authorities, National Air Transport Facilitation Committees...), aviation service providers, supply chain stakeholders and their personnel. An iPack is intended to be a self-contained package composed of the relevant:

- **guidance material**, including ICAO Annexes, Documents, Circulars, best-practices papers or other associated guidance material;
- **standardized training**, including standardized and competency-based trainings, in classroom, online or virtual formats;
- **tools**, including data-driven applications, online reporting systems, electronic management systems or questionnaire/surveys;
- **subject matter expertise**, including the provision of experts to support States in their activities; and
- **guidance for procurement**, with regards to the purchase of infrastructure or equipment.

2- Objectives of FAL iPack

After having successfully deployed this iPack, CAAs and/or lead agencies in charge of coordinating, drafting, and implementing the National Air Transport Facilitation Programme (NATFP) will be better equipped to:

1) Develop or review and update existing national provisions related to the establishment of a National Air Transport Facilitation Programme (NATFP);
2) Develop or review and update existing national provisions for the establishment of National Air Transport Facilitation Committees (NATFC) and Airport Facilitation Committees (AFC);
3) Establish a reporting and coordination mechanism between the CAA and other involved key stakeholders in light of COVID-19;
4) Establish Airport Facilitation Committees; and
5) Make progress in the implementation of the National Air Transport Facilitation Programme; draft an Action Plan for the implementation of the NATFP, if required.

3- **Overview of the iPack Components**

- Expertise:
  - Dedicated Subject Matter Expert, for a duration of 15 consecutive work days or extended over a one-month period, supporting Civil Aviation Authorities/Lead Agencies remotely in achieving the iPack Objectives.

- Training:
  - ICAO Annex 9 - Facilitation: Virtual Classroom

- Tools:
  Electronic Filing of Differences

- Documents:
  - Relevant ICAO Annexes and Guidance material
  - Other relevant documents

4- **Deployment of iPack**

- The iPack implementation work has to be done by the CAA staff and will not be done by the iPack SME.

- The role of the iPack SME is to define and prioritize the needs of the CAA, direct and guide their staff in achieving the State-specific iPack Objectives and ensure their sustainability through the newly built staff capacity.

- The CAA staff to ensure all facilitation stakeholders common understanding of their roles and responsibilities and continuous monitoring.

5 – Roles and Responsibilities

STATE
- ✓ Nominate focal point
- ✓ Nominate participants to the course
- ✓ Participate in the needs assessment
- ✓ Implement actions as may be appropriate (with support from SME)

SME
- ✓ Prepare work plan
- ✓ Technical Support in iPack implementation
- ✓ Participate in the needs assessment

Regional Office
- ✓ Participate in the needs assessment and support as required

ATB/FAL
- ✓ Technical support in iPack implementation

TCB
- ✓ Coordinate deployment activities of the iPack

6 – FAL iPacks deployed in Africa

ESAF

STATE	YEAR
MALAWI	2021
ESWATINI	2021
COMOROS	2022
SOMALIA	2022
BURUNDI	2023 (ongoing)

WACAF

STATE	YEAR
GAMBIA	2021
SIERRA LEONE	2021
MAURITANIA	2022
GABON	2022
GUINEA	2023 (ongoing)

**Strengthening National Air Transport Facilitation Committees for
the Restart and the Resilience of Civil Aviation Objectives**

FAL Implementation Package Objectives	Ref. to ICAO CART Principles	Ref. to Doc 10042	Deliverables	Indicators to measure Implementation Package success
1. Review existing national provisions related to the establishment of a National Air Transport Facilitation Programme	Principle 1, Principle 2, Principle 3, Principle 4, Principle 5	Chapter 1, 2, 3, and 4	a. Contact the lead agency in charge of coordinating, drafting, and implementing of the NATFP to verify that the national legislation is established or exists as foundation for the implementation of a National Air Transport Facilitation Programme (NATFP). b. Verify that a stakeholder management strategy exists and committees with appropriate participation and support are established. c. Prove that platforms to support collaborative decision-making have been established. d. Confirm that coordination groups with appropriate stakeholders have been established.	a. Copy of existing regulations setting the national legal framework. b. Terms of reference for each agency/stakeholder. c. Defined responsibilities for each agency/stakeholder. d. Contingency plans and other emergency response documents. e. List of Implementation guidelines.

| 2. Review existing national provisions for the establishment of National Air Transport Facilitation Committee and Airport Facilitation Committees | Principle 1, Principle 2, Principle 3, Principle 4, Principle 5 | Chapter 5 and 6 | a. Verify that a Stakeholder management strategy exists. b. Ensure that the committees with appropriate participation and support have been established. c. Check that platforms to support collaborative decision-making have been established. d. Check if coordination groups have been established with appropriate stakeholders. e. Provide guidance on input to the Annex 9 Compliance Checklist. | a. Terms of reference for each agency/stakeholder. b. Minimum number of stakeholders involved in quarterly National Facilitation Meetings. c. Minutes and corresponding decisions/actions taken. d. Entries into ICAO Compliance Checklist (Electronic Filing of Differences System). |

3. Verify that a reporting and coordination mechanism between the Civil Aviation Authority (CAA) and other key facilitation stakeholders, including public health authorities for public health emergencies, such as COVID-19, has been established.	Principle 1, Principle 2, Principle 3, Principle 4, Principle 5	Chapter 5, 6, and 7	a. Verify that a phased planning for restart coordinated with national authorities, public health authorities, airport operators, aircraft operators and other relevant stakeholders has been put in place. b. Check that a communication and reporting protocol has been established.	a. Number of coordination or table top exercises completed. b. Number of planned actions completed on time. c. Number of prioritization exercises completed.
4. Verify that Airport Facilitation Committees have been established.	Principle 1, Principle 2, Principle 3, Principle 4, Principle 5	Chapter 5, 6, and 7	a. Verify that airport committees with appropriate participation and support have been established. b. Check that Coordination groups with appropriate stakeholders have been established. c. Check if a reporting mechanism to the national committee has been established.	a. Established minimum number of stakeholders involved in Airport Facilitation Meetings. b. Minutes and corresponding decisions, recommendations / actions taken. c. List of operational issues identified at airport level. d. A list of recommendations reported to national committee.
5. Check progress in the implementation NATFP and NATFC. Draft an Action Plan for the implementation of the NATFP, if required.	Principle 1, Principle 2, Principle 3, Principle 4, Principle 5	Chapter 5, 6, and 7	a. Verify documented lessons learned from COVID-19 pandemic. b. Verify if identified gaps have been documented. c. Check if the contingency plan is in place. d. Conduct gap analysis. e. Draft the report including findings and action plan.	a. Number of identified gaps. b. Progress tracked. c. Documented number of lessons learned during the COVID-19 pandemic. d. Final report including Action Plan and recommendations.

Thank You