



ICAO

**Meeting for the Establishment of the APIRG Information and  
Infrastructure Management Sub-Group (IIM/SG), Dakar, Senegal, 28-30 November 2016**

**APPENDIX A  
DRAFT AGENDA**

- Agenda Item 1: Election of Chairman and Vice-Chairman of the meeting**
- Agenda Item 2: General and Regional Framework for Air Navigation Services**
- Agenda Item 3: Review of the Terms of reference, Composition, Working Methods and Work Programme of the APIRG Information and Infrastructure Management Sub-Group**
- Agenda Item 4: Establishment and Operationalization of the APIRG IIM Sub-group**
- Agenda Item 5: Review of APIRG Procedural Handbook provisions pertaining to IIM/SG**
- Agenda Item 6: Any other business**
- Agenda Item 1: Adoption of the Agenda, the Work Programme and Election of Chairperson and Vice-Chairperson of the Meeting**
- Agenda Item 2: General and Regional Framework for Air Navigation Services**
- Agenda Item 3: Review of the Terms of reference, Composition, Working Methods and Work Programme of the APIRG Information and Infrastructure Management Sub-Group (IIM/SG)**
- Agenda Item 4: Establishment and Operationalization of the APIRG IIM Sub-group**
- 4.1 Project based approach**
- 4.1.1 Project identification**
- 4.1.2 Establishment of Project Team**
- 4.1.3 Project implementation**
- 4.2 Membership of the APIRG IIM/SG**
- 4.2.1 Core membership of APIRG IIM/SG**
- 4.2.2 Officials / Leadership of IIM / SG**
- 4.2.3 Membership of IIM Project Teams**
- 4.3 Project formulation standardization**
- 4.3.1 Formulation and standardization of IIM projects**
- 4.3.2 Links between projects (IIM/IIM & IIM/AAO projects)**
- 4.3.3 Projects Implementation Roadmap**
- Agenda Item 5: Review of APIRG Procedural Handbook provisions**
- Agenda Item 6: Any other business**



ICAO

**Meeting for the Establishment of the APIRG Information and Infrastructure Management Sub-Group (IIM/SG), Dakar, Senegal, 28-30 November 2016**

**APPENDIX B**

**Draft Agenda Explanatory Note**

**Agenda Item 1: Election of Chairman and Vice-Chairman of the meeting**

Under this agenda item, the meeting will discuss to adopt the draft agenda and the work programme and will elect its chairperson and vice person.

**Agenda Item 2: General and Regional Framework for Air Navigation Services**

Under this Agenda Item, the meeting will be updated on the recent developments in the ICAO Global Air Navigation Plan (**GANP Doc 9750**) and Aviation Systems Block Upgrades (**ASBU**) Methodology.

The AFI Air Navigation Plan (**AFI ANP Doc 7474, AFI e-ANP**) will be reminded to the participants as well as the AFI Plan of Action for the implementation of the ICAO ASBU Block 0 Modules.

The AFI Air Navigation Priorities and Targets adopted by APIRG/20 will be presented to the participants.

**Agenda Item 3: Review of the Terms of reference, Composition, Working Methods and Work Programme of the APIRG Information and Infrastructure Management Sub-Group**

Under this Agenda Item, the meeting will review its Terms of Reference, Composition, Working Methods and Work Programme of the future IIM Sub Group as approved by APIRG Extraordinary meeting (**Decision APIRG EO/01: Restructuring and Reorganization of the APIRG**).

The meeting will be invited to work in order to provide more consistency, flexibility and effectiveness in the issues of coordination of planning, implementing and monitoring Air Navigation services and facilities in the Region.

**Agenda Item 4: Establishment and Operationalization of the APIRG IIM Sub-group**

Under this Agenda item the meeting will be reminded on the Projects Approach adopted by the APIRG extraordinary meeting and will review the mechanisms for the IIM projects identification and implementation and the establishment of the IIM project Teams.

The membership of the APIRG IIM/SG and the leadership of the Projects Teams will be agreed.

The meeting will agree on the formulation and standardization of IIM projects, review their linkage and formulate a Roadmap for the projects implementation.

**Agenda Item 5: Review of APIRG Procedural Handbook provisions pertaining to IIM/SG**

Under this agenda item the meeting will review and propose update to the Procedural Handbook of APIRG.

**Agenda Item 6: Any other business**

Under this agenda item the meeting will discuss any other items which may have not been captured in the above agenda.



**Meeting for the Establishment of the APIRG Information and Infrastructure Management Sub-Group (IIM/SG), Dakar, Senegal, 28-30 November 2016**

**APPENDIX C**

**TERMS OF REFERENCE OF THE INFRASTRUCTURE AND INFORMATION MANAGEMENT SUB-GROUP (IIM/SG)**

**Terms of Reference**

**Mandate**

The IIM/SG SG is established and mandated by APIRG to support the implementation of ICAO Standards and Recommended Practices (SARPs) and carry out specific activities aimed to enable APIRG to discharge its functions and responsibilities in the areas of CNS, AIM and MET.

**Key Functions**

To carry out these functions, the Sub-Group shall, as guided by APIRG:

- a) Foster the implementation of specific Modules of the ICAO Aviation Systems Block Upgrades (ASBUs) assigned by APIRG.
- b) Carry out implementation projects in support of States, related to the areas of MET, AIM and CNS in accordance with the ASBUs methodology and as guided by the Regional performance objectives, to support States in the implementation of SARPs and regional requirements
- c) Take necessary action to enable coherent planning and implementation of MET, AIM and CNS programmes in the AFI Region, to facilitate the objective of achieving seamlessness in the air navigation system, interoperability and harmonization within the Region and with other Regions.
- d) Keep under review the adequacy of requirements in the areas of MET, AIM and CNS taking into account changes in user requirements, the evolution in operational requirements and technological developments in accordance with the ASBUs methodology.
- e) Identify and collect, State by State, information on deficiencies in the areas of MET, AIM

and CNS in accordance with the Uniform Methodology approved Council and the APIRG guidance; analyze and propose solution; report on progress and obstacles beyond the capacity of the sub-group.

### **Tasks**

- a) Analyze, update the list of AIM MET CNS deficiencies in the AFI Region and identify remedial regional projects;
- b) Coordinate (through teleconferences or workshops) planning and implementation of AIM, MET and CNS regional Projects by the specialized Projects Teams;
- c) Assess the statues of implementation and the efficiency of AIM, MET and CNS infrastructures and systems;
- d) Conduct coordination meetings with the AAO/SG.
- e) Collect materials on IIM projects reporting and monitoring and develop project reports

### **Working methods**

The Sub-Group shall convene at least once every APIRG cycle of meetings taking into consideration the schedule of other APIRG activities. It shall make use of available electronic communication means including teleconferencing to prepare and progress its work in between meetings and keep its members up to date on issues of concern, as well as to discuss specific issues.

Taking into consideration that the SG will be representing the interests of the Region, and that not all APIRG member States will necessarily be represented in an SG, the participating State officials shall be expected to work more as experts in their respective fields, as opposed to delegates attending only to the interests of their States. The SG shall work with minimum of formality.

### **Composition**

The LIM AFI (COM/MET/RAC) RAN meeting in 1988 agreed that the participants in APIRG contributory bodies were to be specialists in the subjects concerned and familiar with the areas under consideration. While every State that is likely to make a valid contribution shall be given an opportunity to participate, the group shall be kept as small as possible, to facilitate efficiency on aspects such as consideration of business, cost, logistics and the application of non-formal working methods.

**WORK PROGRAMME**

No.	Task Description	Priority	Target Date
1.			
2.			
3.			
4.			
5.			
6.			
7.			

**Priority:**

- A. High priority tasks, on which work should be speeded up;
- B. Medium priority tasks, on which work should be undertaken as soon as possible, but without detriment to priority A tasks;
- C. Lesser priority tasks, on which work should be undertaken as time and resources permit, but without detriment to priority A and B tasks.



ICAO

**Meeting for the Establishment of the APIRG Information and  
Infrastructure Management Sub-Group (IIM/SG), Dakar, Senegal, 28-30 November 2016  
Attachment D**

**International Civil Aviation Organization**

**INFORMATION BULLETIN**

**1. Venue of the Meeting**

The Meeting will take place in the conference room of ICAO Western and Central African (WACAF) Office located, Route de l'Aéroport International Leopold Sedar Senghor, PO Box 38050 Dakar, Senegal. The contacts of the WACAF Office are:

Tel.: (+221) 33 869 24 24

Fax: (+221) 33 820 32 59

Email: [icaowacaf@icao.int](mailto:icaowacaf@icao.int)

**2. Languages**

The Meeting will be conducted in English and French languages.

**3. Opening Session**

The Opening Session of the Meeting will take place on **Monday 28 November 2016** at **09:00** hours in the WACAF conference room, where subsequent sessions will also be held.

**4. Registration**

The registration of participants will take place at the site of the meeting on **Monday, 28 November 2016** from **08:00** to **08:30**.

**5. Instruction and Documentation**

The Meeting will be serviced by Mr. **François-Xavier SALAMBANGA**, Regional Officer CNS of the ICAO Regional Office of Dakar, Secretary of the APIRG IIM/SG, **Akoa Benoit OKOSSI**, Regional Officer MET, ICAO Regional Office of Dakar, **George BALDEH**, Regional Officer AIM, ICAO Regional Office of Dakar. They will be assisted by Mr. **Harvey Gabriel LEKAMISY**, Regional Officer CNS, ICAO Regional Office of Nairobi and **Vitalis AHAGO** Regional Officer MET of the ICAO Regional Office of Nairobi.

The documentation for the Meeting will be on line and participants are informed to bring laptops for access.

**6. Weather and Clothing**

Average temperature in Dakar in November is around **25°C**.

**7. Passport and visa requirements**

Entry visa for temporary visitors to Senegal may be obtained from the Senegalese Embassy or Consulate in their country.

Visas are not required for Nationals from ECOWAS States.

**8. Banks**

Banks are located not far away from the meeting venue and are opened from **07:40 to 12:15** hours and **13:40 to 15:45** from Monday to Friday.

**9. Hotels**

A list of recommended hotels is attached hereto.

-----

## HOTEL LIST / LISTE DES HOTELS

PRIX/PRICE: F. CFA

Name/Nom	Address/Adresse / ☎	Fax / E-Mail	Single	Double
<b>YOFF</b>				
ONOMO HOTEL****	Route de l'Aéroport – BP 16794 – Dakar/Yoff Tél. +221 33 869 06 10	Fax : 33 820 33 01 <a href="mailto:onomo.dakar@onomohotel.com">onomo.dakar@onomohotel.com</a> <a href="http://www.onomohotel.com">http://www.onomohotel.com</a>	53.200 Taxe incluses	54 200
VIRAGE***	Le Virage (Route de l'Aéroport LSS) Tél. +221 33 820 30 80	Fax : 33 820 95 94 <a href="mailto:viragehotel@gmail.com">viragehotel@gmail.com</a> <a href="http://www.leviragehotel.com">www.leviragehotel.com</a> <b>Petit-déjeuner (A la carte)</b>	36 600	41 600 Suite : 61 600
OCEAN***	Route de l'Aéroport – Yoff :Tonghor Tel. +221 33 820 00 77	Fax : 33 820 27 37 <a href="mailto:hotelocean@orange.sn">hotelocean@orange.sn</a> <b>Petit-déjeuner : 3 000 F</b>	28 000	35 000
SARGAL**	Entre Le Virage et l'Aéroport LSS Tél. +221 33 869 75 96	Fax : 33 820 31 20 <a href="mailto:infos@sargalhotel.com">infos@sargalhotel.com</a> <a href="http://www.sargalhotel.com">www.sargalhotel.com</a> <b>Petit-déjeuner : 3 500 F</b>	26 100 36 550	32 100 42 500
CITE de l'ERNAM	BP 8001 Route de l'Aéroport Léopold Sédar SENGHOR-Dakar/Yoff TEL : +221 33867 51 13/ +221 33820 92 99/	FAX : +221 33 820 71 04 <a href="mailto:IDEMoussaBarkireMou@asecna.org">IDEMoussaBarkireMou@asecna.org</a>	10 000 ventilées 15 000climatisées	
<b>NGOR</b>				
N'GOR DIARAMA***	Route de l'Aéropor – N'Gor Tél. +221 33 820 27 24	<a href="mailto:ngordiarama@orange.sn">ngordiarama@orange.sn</a> <a href="http://www.ngordairama.com">www.ngordairama.com</a> <b>Petit-déjeuner inclus</b>	55 000	60 000
ARCHOTEL**	Virage sur la route de N'Gor Tél. +221 820 41 63	Fax : +221 33 280 42 07 <a href="mailto:archotel@orange.sn">archotel@orange.sn</a> <b>Petit-déjeuner : 4 000 F</b>	30 600 35 600 40 600	36 200 41 200 46 200



Name/Nom	Address/Adresse / ☎	Fax / E-Mail	Single	Double
LA BRAZZERADE**	Plage de N’Gor Tél. + 221 820 03 64	Fax : +221 820 06 83 <a href="mailto:labrazzerade@orange.sn">labrazzerade@orange.sn</a> <a href="http://www.brazzerade.com">www.brazzerade.com</a> <b>Petit-déjeuner :</b> <b>3 500f</b>	25 000 30 000 40 000	
LA MADRAGUE**	Plage de N’Gor près de l’USAID Tél. +221 33 820 02 23	<a href="mailto:Hotel.sbs@ansa-group.com">Hotel.sbs@ansa-group.com</a> <a href="http://www.Hotel-madrague.com">www.Hotel-madrague.com</a>		
<b>ALMADIES</b>				
KING FAHD PALACE*****	Pointe des Almadies – BP 8181/DAKAR- YOFF Tél. +221 33 869 69 49	Fax : 33 869 69 99 <b>Petit-déjeuner compris</b> <a href="mailto:reservation.dakar@kingfahdpalacehotels.com">reservation.dakar@kingfahdpalacehotels.com</a>	86 000 (Vue Jardin) 102 000 (Vue mer)	100 000 116 000
ALMADIES ****	Pointe des almadies Tel: +221 33 869 54 54	Fax : Email : Petit dejeuner + taxe inclus	56 000	81.000
FLEURS DE LYS **	Route des Almadies Tél. +221 330869 86 87	Fax: +221 33 820 74 20 <b>Petit-déjeuner inclus</b> <a href="mailto:contact@hotelfleursdelys.dakar.com">contact@hotelfleursdelys.dakar.com</a> <a href="http://www.hotelfleursdelys.com">www.hotelfleursdelys.com</a>	Standard: 60 000	Suite : 120 000
LA RESIDENCE**	Route de la Pointe des Almadies Tél. +221 820 15 35	Fax : 33 868 25 57 <a href="mailto:info@laresidencedakar.com">info@laresidencedakar.com</a> <a href="http://www.laresidencedakar.com">www.laresidencedakar.com</a> <b>Petit déjeuner</b> <b>compris</b>	55 000	55 000
AIRPORT HOTEL**	Tél. + 221 33 869 78 78 CASINO DU CAP-VERT	Fax : 33 820 27 44 <a href="mailto:saccvhotel@orange.sn">saccvhotel@orange.sn</a> <b>Petit-déjeuner : 4 500 F</b>	49 600	57 200
SENEGANNE***	Route de N’Gor (Croisement Almadies) + 221 33 820 12 33	Fax: Non fonctionnel <a href="mailto:seneganne@orange.sn">seneganne@orange.sn</a> <a href="http://www.seneganne.com">www.seneganne.com</a> <b>Petit-déjeuner : 5 000 F</b>	45 000	50 000
AMBRE ***	Route de N’Gor (Croisement Almadies) Tél. +221 33 820 63 38	Fax : 33 820 63 38 <a href="mailto:info@ambre.sn">info@ambre.sn</a> <a href="http://www.ambre.sn">www.ambre.sn</a> Petit-déjeuner : 3 000 F	42 600	45 600

Name/Nom	Address/Adresse / ☎	Fax / E-Mail	Single	Double
LA DETENTE BLEUE***	Route de la Pointe des Almadies Tél. +221 33 820 39 75	Fax : 33 820 38 49 <a href="mailto:ladetente@orange.sn">ladetente@orange.sn</a> ; <b>Petit-déjeuner compris</b> <a href="http://www.hotel-ladetente.com">www.hotel-ladetente.com</a>	39 500	47 000
AZUR**	Route de la Pointe des Almadies	Fax : 33 820 23 06 <a href="mailto:hotelazursenegal@yahoo.fr">hotelazursenegal@yahoo.fr</a> <a href="http://www.hotelazursenegal.com">www.hotelazursenegal.com</a> <b>Petit-déjeuner inclus</b>	36 000	45 000
RESIDENCE MADAMEL***	Route de la Pointe des Almadies Tél. +221 33 869 59 64	Fax. 33 869 42 45 <a href="mailto:contact@dalalhotels.com">contact@dalalhotels.com</a> <b>Petit-déjeuner compris</b> <a href="http://www.residencemadamel.com">www.residencemadamel.com</a>	35 600	51 200
LE LODGE***	Route de la Pointe des Almadies Tél. +221 33 869 03 45	Fax : 33 869 03 50 <a href="mailto:hotellelodge@orange.sn">hotellelodge@orange.sn</a> <b>Petit-déjeuner : 4 500 F</b> <a href="http://www.lodgedesalmadies.com">www.lodgedesalmadies.com</a>	34 800 37 800 41 100	35 400 38 400 41 700
FANA***	Route de la Pointe des Almadies Tél. +221 33 820 06 06	Fax : 33 820 69 69 <a href="mailto:fanahotel@orange.sn">fanahotel@orange.sn</a> <b>Petit-déjeuner : 3 500 F</b> <a href="http://www.sortiradakar.com/fiches/fana">www.sortiradakar.com/fiches/fana</a>	33 600 38 600	39 200 44 200
<b>QUEST FOIRE</b>				
GALLE YANGUE ***	14-20, Ouest Foire Tél. +221 865 15 45	Fax: Non fonctionnel <a href="mailto:Dnfay2000@yahoo.fr">Dnfay2000@yahoo.fr</a> Petit-déjeuner : 3 500 F 25 600	30 600	
<b>CORNICHE/PLATEAU</b>				
Radisson Blu ****	Route de la Corniche ouest BP 16868 Dakar Fann, ☎ +221 33 869 33 33	Fax : +221 33 869 33 66 <a href="mailto:info.dakar@radissonsas.com">info.dakar@radissonsas.com</a> <a href="http://www.radissonblu.com/hotel-dakar">http://www.radissonblu.com/hotel-dakar</a>	130.000	
TERROUBI****	Bd Martin Luther King Corniche-Ouest – Tél. 33 839 90 39	Fax: 33 839 90 45 <a href="mailto:reservation@terroubi.com">reservation@terroubi.com</a>	Vue jardin 100 000 Vue de mer 108 000	Vue jardin 107 000 Vue de mer 126 000

Name/Nom	Address/Adresse / ☎	Fax / E-Mail	Single	Double
Teranga*****	Place de l'Indépendance (Rue Carnot x Colbert) B.P. 3380 ☎ 33 849 49 94	Fax : 33 823 50 01 <a href="mailto:dakar.reservation@accor.com">dakar.reservation@accor.com</a> / <a href="mailto:teranga@ns.arc.sn">teranga@ns.arc.sn</a> <i>navette aéroport-hotel-aéroport gratuite</i> Petit déjeuner : 6.500	Vue/ville 76 500 Vue/mer 93.000	94.000
NOVOTEL ****	Avenue Abdoulaye Fadiga BP 2073 ☎ 33 849 49 94 / 33 849 61 61	Fax. (+221) 33 823 89 29 <a href="mailto:dakar.reservation@accor.com">dakar.reservation@accor.com</a> <i>navette aéroport-hotel-aéroport gratuite</i> <i>Petit-déjeuner +Taxe inclus</i>	71.850	81.850
Lagon 2****	Route de la Corniche-Est ☎ 33 889 25 25 - 33 82360 31	33 823.77.27 <i>Petit-déjeuner + taxe inclus</i> <a href="mailto:lagon1@sentoo.sn">lagon1@sentoo.sn</a>	72.500	82.000
Savana****	Pointe Bernard Petite Corniche BP 6096 Dakar ☎ 33 849 42 42	33 849 42 43/ 33 823 85 86 <a href="mailto:hotel@savanna.sn">hotel@savanna.sn</a> <i>Petit-déjeuner + taxe inclus</i>	65.600	70.200
Café de Rome****	30, Bd de la République Tél. 33 849 02 00	Fax: 33 823 63 84 <a href="mailto:Hotel.resa@anfa-group.com">Hotel.resa@anfa-group.com</a> <i>Petit déjeuner : à la carte</i>	59.000	73.000
La Croix du Sud***	20, Avenue du Roi Hassane II (Ex Avenue Albert Sarraut) ☎ 33 889 78 78	<a href="mailto:croixsud@orange.sn">croixsud@orange.sn</a> Petit-déjeuner +taxe inclus	51 000	62 000
Sohkamon****	Boulevard Roosevelt x Nelson Mandela Dakar ☎ 33 889 71 00	33 823 59 89 <a href="mailto:hotelsokhamon@sentoo.sn">hotelsokhamon@sentoo.sn</a> <i>Petit-déjeuner : 5 500 CFA</i>	44 200 64 000	48 700 68 500
Faidherbe***	Avenue Faidherbe x Raffanel B.P. 3197 Dakar ☎ 33 889 17 50 – 33 889 17 40	<a href="mailto:faidherbe@orange.sn">faidherbe@orange.sn</a> Climatisé+TV📺 Petit-déjeuner +taxe inclus	42 800	55.000
Farid***	51, Rue VINCENS B.P. 1514 ☎ 33 821 61 27	33 821 08 94 000 PD : 4	40.500	44.900

Name/Nom	Address/Adresse / ☎	Fax / E-Mail	Single	Double
Al Afifa***	46 Rue Jules FERRY B.P. 3474 ☎ 33 889.90.90	33 823 88 39 <a href="mailto:gmbafifa@orange.sn">gmbafifa@orange.sn</a> Petit déjeuner 3 600	38 350	42 050
Ganale ***	38, Rue Amadou A. NDOYE ☎ 33 889 44 44 / 33 822 34 30	<a href="mailto:ganale@sentoo.sn">ganale@sentoo.sn</a> Petit-déjeuner +taxe inclus	40.200	51.400
Nina***	Rue du Dr. Theze X Rue A.a. Ndoye ☎ 33 889 01 20 - 33 889 01 81	<a href="mailto:hotelnina@sentoo.sn">hotelnina@sentoo.sn</a> Petit-déjeuner +taxe inclus	38.000	50.000
Miramar***	25-27, Rue Félix FAURE ☎ 33 823 20 97 (near/près UNESCO)	33 823 35 05 <i>Petit déjeuner: 2 500 CFA</i>	29 400	35.800
Plateau**	62, Rue Jules FERRY B.P. 2906 ☎ 33 823 44 20 33 823 15 26 33 823 47 80	33 822 50 24 <i>Petit-déjeuner: 3 000 CFA</i>	26.000	30.000
Al Baraka***	35, Rue El Hadj A. K. Bourgi, B.P. 578 ☎ 33 822 55 32	33 821 75 41 <i>Petit-déjeuner: 3 500 F</i>	25.600	31.200
Océanic**	Rue de Thann (Marché Kermel) ☎ 33 822 20 44 - 33 822 17 18	33 821 52 28 <i>Petit-déjeuner: 2 500 CFA</i>	21.600	25.800
Saint Louis Sun**	68, Rue Félix FAURE ☎ 33 822 25 70	33 822 46 51 <i>Petit-déjeuner: 2 500 CFA</i>	21 700	27.650

\* Special rates for ICAO. (Delegates should specify that they are attending an ICAO workshop).

*Tarifs spéciaux pour l'OACI. (Les délégués doivent préciser qu'ils participent à une réunion OACI).*

\*\* Reservation may be requested by fax or e-mail and may indicate ICAO rates

Les réservations doivent être faites par fax ou par courriel en indiquant le tarif OACI

\*\*\* Hotel can provide transport from and to the airport at their own expense (Delegates should specify if they need transport)

Hôtel pouvant transporter les délégués à partir de l'aéroport et à leur départ de l'hôtel à leur propre charge (Les délégués doivent le préciser en faisant leur réservation)