



## Appendix

### TERMS OF REFERENCE OF THE CAFSAT NETWORK MANAGEMENT COMMITTEE (CNMC)

#### 1. Mandate of the CAFSAT Management Committee

- 1.1 Decide on the network concept and topology in accordance with the relevant ATM operation requirements and based on ICAO SARPs and guidance materials.
- 1.2 Ensure the continued operation of the CAFSAT network, meeting the CNS/ATM plan requirements of the AFI /NAT/EUR/SAM Regions while taking into consideration CNS/ATM plans of adjacent regions, and including approval of deployment plans and/or extension plans.
- 1.3 Decide on type and levels of service to be provided, and monitor the performance of the Network providers (facilities and leased band) to ensure that service delivery meets required service performance for Aeronautical Fixed Service criteria previously pre-determined in accordance with the Manual of ATS ground-ground Voice Switching and Signaling (Doc 9804), the Procedures for Air Navigation Services - ATS Management (DOC. 4444), Annex X Vol.II, Chap. 4 and Annex XI.
- 1.4 Ensure that participating States/Organizations provide statistics on the Network Performance, and investigate service delivery complaints from users.
- 1.5 Review and take the appropriate actions to clear the service dysfunctions within the required service performance defined criteria in line with ATM PBN and SMS requirements.
- 1.6 Monitor the harmonization of the implementation of facilities and services and, where necessary, ensure interregional connectivity, taking due account of cost/benefit analysis, business case development and financing issues:
  - Study the extension of the network to other countries.
  - Propose the network integration and interoperability with other neighboring networks
- 1.7 Monitor and harmonize the Network maintenance operation and management by defining a cooperation methodology between network centers in regard with:
  - Maintenance personnel team training and exchange, redeployment if necessary of a technical assistance;
  - Spare parts exchange, fault location/repairs, and turnaround time
  - Development and modernization of CAFSAT after a Joint Technical Evaluation and Re-engineering team assessment.
- 1.8 Review and adopt the annual follow up on the meeting conclusion and update the future work programme.
- 1.9 The report of CAFSAT Network Management Committee is to be addressed to SAT/CNS-WG

#### 2. Composition and organization of the Committee

The CAFSAT Network Management Committee (CNMC) is composed of member States/Organizations hosting/operating CAFSAT nodes, namely:

- AENA (Spain)
- ANAC (Argentina)
- ASA (Cape Verde)
- ASECNA (Côte d'Ivoire, Mauritanie, Sénégal)
- ATLANTICO FIR (Brazil)
- ATNS (South Africa)
- NAV Portugal (Portugal)
- ONDA (Morocco)

Observers as facilities providers (INSA), satellite spectrum providers (INTELSAT), Airline Associations (IATA), Maintenance Personnel Association (IFATSEA), neighboring Networks (AFISNET) can join the Committee.

- 2.1 The Chair of the Committee shall be elected by the Committee from among the Committee members every year. The Chair may be re-elected for no more than two periods of one year each. The mandate as Chair of the Committee shall not exceed three years.
- 2.2 ICAO shall be the Secretary of the Committee.
- 2.3 To ensure that the Committee functions optimally, the designated representatives of Air Navigation Service Providers should have experience in the provision of air navigation infrastructure and services. Advisors may accompany the Representative.

### 3. Participation by International Organizations

Moreover those listed in paragraph 2, the Committee may invite representatives of appropriate regional and international organizations (ATU, CITEL, CEPT, ITU, EUROCONTROL...) to attend meetings in the capacity of observer.

### 4. Establishment and Dissolution of Contributory Bodies

- 4.1 In order to assist in its work, the Committee may establish bodies, e.g. task forces, charged with preparatory work on specific issues. Representation in such contributory bodies should be by specialists in the subjects concerned and familiar with the issues under consideration.
- 4.2 The establishment and work of contributory bodies shall be governed by the following provisions:
  - a) A contributory body shall only be formed when it has been clearly identified that it is likely to make a substantial contribution to the resolution of the issue in question.
  - b) A contributory body shall be given clear and concise terms of reference describing its task and an expected target date for its completion.
  - c) The composition of a contributory body shall be such that, although intended to be as small as possible, all participating States and any organization deemed to be able to make valid contributions shall be given an opportunity to participate in it.
  - d) A contributory body shall be dissolved as soon as it has either completed its assigned task or it has become apparent that work on the subject in question cannot be usefully continued.

### 5. Working arrangements

- 5.1 The Committee ordinary meeting will be hosted by one of the State/organization and held at least once a year in principle in parallel with the SAT /FIT meeting;
- 5.2 The committee can hold in case of absolute necessity extraordinary meetings to clear out urgent problems that may be a threat to the service provided by the network;
- 5.3 The invitation letter to the meetings is issued by the Secretariat in coordination with the hosting State/Organization.
- 5.4 Decisions shall be reached by consensus.
- 5.3 Two-thirds of members shall constitute a quorum and, where a quorum is not achieved, decisions will be reached through correspondence under the Chair Person coordination.