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منظمة الطيران
المدني الدولي

国际民用
航空组织

Bureau Afrique Occidentale et Centrale / Western and Central African Office

Ref: T17/6-0681

13 September 2018

Subject: Workshop on Regional Contingency Plan Development and Implementation Coordination for Western and Central Africa (Accra, Ghana, from 29 October to 2 November 2018)

Action required: Respond by 20 October 2018

Dear Sir/Madam,

I have the honor to invite your Administration/Organization to participate in the above-mentioned workshop, which is intended to address and eliminate deficiencies in respect of the provisions of Standard 2.31 of Annex 11 to the Convention on International Civil Aviation Air Traffic Services, the text of which is reflected hereunder:

Air traffic services authorities shall develop and promulgate contingency plans for implementation in the event of disruption, or potential disruption, of air traffic services and related supporting services in the airspace for which they are responsible for the provision of such services. Such contingency plans shall be developed with the assistance of ICAO as necessary, in close coordination with the air traffic services authorities responsible for the provision of services in adjacent portions of airspace and with airspace users concerned.

It may be recalled that the Seventeenth Meeting of the AFI Planning and Implementation Regional Group (APIRG/17) in August 2010, under Conclusion 17/66 thereof, adopted a template to support the implementation of Standard 2.31 Annex 11 in a harmonized manner. Since then, the volcanic ash contingency plan has been introduced, and requirements for public health emergencies have also been emphasized by APIRG. To this effect, the Secretariat has proceeded to enhance the template, in addition to assisting individual States to implement the provisions. That notwithstanding, many States continue to face various challenges in meeting the provisions of Standard 2.31 of Annex 11. Furthermore, while some States have made significant efforts to address this deficiency, they have not been able to complete the process due to challenges faced in coordinating their contingency plans with adjacent States.

In light of the foregoing, the objective of the workshop is to provide support for States and air navigation service providers (ANSPs) to:

- complete the development of their contingency plans may do so without further delay;
- update their contingency plans in respect of recent developments to ensure their completeness and operability;
- coordinate their contingency route systems with adjacent airspaces in order to facilitate functionality of their contingency plans; and
- promulgate contingency plans for implementation in the event of disruption, or potential disruption, of air traffic services and related supporting services in the airspace for which they are responsible for the provision of such services.

The workshop will also initiate the establishment of a sub-regional contingency arrangement operational committee (SCACOC), whose function shall be to coordinate continuity in the flow of international air traffic at sub-regional level, in the event of full or partial unavailability of any portion of airspace affecting traffic flow. The work programme of the Workshop will be provided in due course.

In order to facilitate coordination with airspace users as envisaged in Annex 11, the International Air Transport Association (IATA), the International Federation of Airline Pilots' Association (IFALPA), International Federation of Air Traffic Controllers' Association (IFATCA) and Civil Air Navigation Service Organisation (CANSO), will also be invited.

It is important to note that while knowledge and skills will be shared, this is an implementation Workshop, and that its success is highly dependent on the attendance and effective participation by all the States/Organizations invited. The absence of any of the invited parties can significantly compromise achievement of the intended results. I would therefore, like to take this opportunity to urge your State/Organization to participate in this workshop.

Your Administration/Organization is also requested to ensure that its delegation includes air traffic management (ATM) officials who are conversant with operational issues relating to the airspace in which it is responsible for the provision of air traffic services, and that the delegation is given the mandate to take technical decisions related to the development and coordination of contingency plans.

I would appreciate it if you could confirm the participation your Administration/Organization at this workshop at your earliest convenience, preferably not later than **20 October 2018**, and provide the details of your participants on the Registration form (**Attachment A**) to the e-mail address icaowacaf@icao.int, copies to ataylor@icao.int and amane@icao.int .

Please accept, Sir/Madam, the assurances of my highest consideration.



Mam Sait Jallow
Regional Director

Attachment A: Workshop Agenda and Work Programme
Attachment B: Registration form
Attachment C: Information Bulletin